

**HUMAN SERVICES  
SUMMARY**

	<u>Page #</u>	<u>Requirements</u>	<u>Sources</u>	<u>Net County Cost</u>	<u>Staffing</u>
<b><u>GENERAL FUND</u></b>					
HUMAN SERVICES	290				
HEALTH ADMINISTRATION	292				
HEALTH ADMINISTRATION	294	120,730,613	105,730,613	15,000,000	1
BEHAVIORAL HEALTH	300				
BEHAVIORAL HEALTH	303	172,139,912	170,147,701	1,992,211	582
PUBLIC HEALTH	317				
PUBLIC HEALTH	322	79,432,808	75,220,029	4,212,779	713
CALIFORNIA CHILDREN'S SERVICES	326	21,359,774	16,673,628	4,686,146	174
INDIGENT AMBULANCE	330	472,501	0	472,501	0
HUMAN SERVICES ADMINISTRATIVE CLAIM	335	503,236,205	489,059,585	14,176,620	4,644
AGING AND ADULT SERVICES	351				
AGING AND ADULT SERVICES	354	8,926,323	8,926,323	0	38
PUBLIC GUARDIAN-CONSERVATOR	357	814,564	202,951	611,613	19
CHILD SUPPORT SERVICES	360	40,039,593	40,039,593	0	430
HUMAN SERVICES - SUBSISTENCE PAYMENTS:					
SUBSISTENCE FUNDS - CONSOLIDATED	370	522,617,937	493,720,548	28,897,389	0
VETERANS AFFAIRS	384	1,985,233	550,853	1,434,380	22
TOTAL GENERAL FUND		<u>1,471,755,463</u>	<u>1,400,271,824</u>	<u>71,483,639</u>	<u>6,623</u>
<b><u>SPECIAL REVENUE FUNDS</u></b>					
HEALTH ADMINISTRATION:					
MASTER SETTLEMENT AGREEMENT	298	38,958,405	17,508,893	21,449,512	0
BEHAVIORAL HEALTH:					
MENTAL HEALTH SERVICES ACT	308	182,630,635	122,010,783	60,619,852	485
SPECIAL REVENUE FUNDS - CONSOLIDATED	314	20,916,399	11,429,122	9,487,277	0
PUBLIC HEALTH:					
SPECIAL REVENUE FUNDS - CONSOLIDATED	332	7,732,157	4,000,984	3,731,173	0
HUMAN SERVICES ADMINISTRATION:					
WRAPAROUND REINVESTMENT FUND	366	13,745,232	6,035,000	7,710,232	1
PRESCHOOL SERVICES	377	49,009,940	49,087,131	(77,191)	706
TOTAL SPECIAL REVENUE FUNDS		<u>312,992,768</u>	<u>210,071,913</u>	<u>102,920,855</u>	<u>1,192</u>



## HUMAN SERVICES

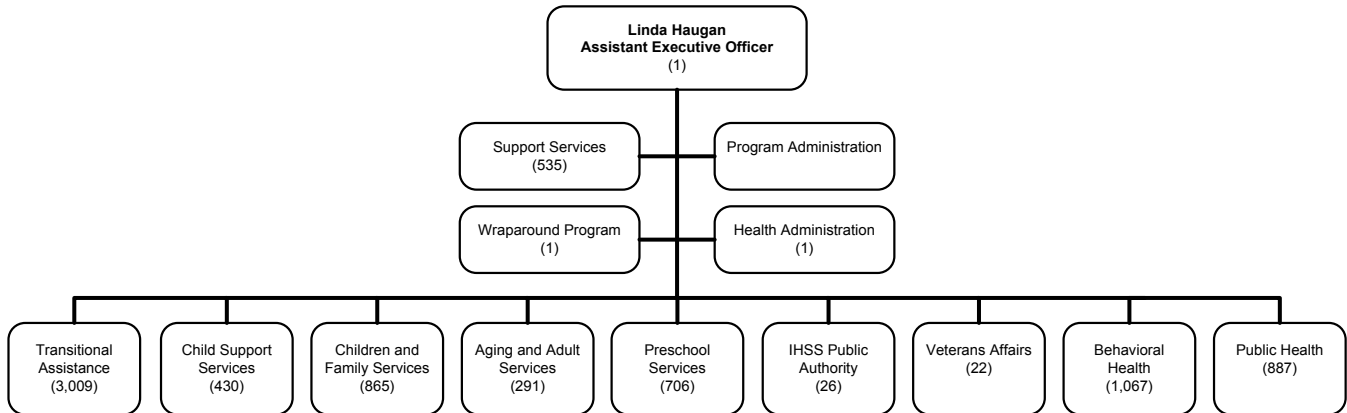
### Linda Haugan

#### DEPARTMENT MISSION STATEMENT

*Human Services works to build a healthy community by strengthening individuals and families, enhancing quality of life, and valuing people.*



#### ORGANIZATIONAL CHART



#### SUMMARY OF HEALTH BUDGET UNITS

	2014-15					
	Requirements	Sources	Net County Cost	Fund Balance	Net Budget	Staffing
<b>General Fund</b>						
Health Administration	120,730,613	105,730,613	15,000,000			1
Behavioral Health (BH)	172,139,912	170,147,701	1,992,211			582
Public Health (PH)	79,432,808	75,220,029	4,212,779			713
PH - California Children's Services	21,359,774	16,673,628	4,686,146			174
PH - Indigent Ambulance	472,501	0	472,501			0
<b>Total General Fund</b>	<b>394,135,608</b>	<b>367,771,971</b>	<b>26,363,637</b>			<b>1,470</b>
<b>Special Revenue Funds</b>						
Master Settlement Agreement	38,958,405	17,508,893		21,449,512		0
BH - Mental Health Services Act	182,630,635	122,010,783		60,619,852		485
BH Special Revenue Funds - Consolidated	20,916,399	11,429,122		9,487,277		0
PH Special Revenue Funds - Consolidated	7,732,157	4,000,984		3,731,173		0
<b>Total Special Revenue Funds</b>	<b>250,237,596</b>	<b>154,949,782</b>		<b>95,287,814</b>		<b>485</b>
<b>Total - All Funds</b>	<b>644,373,204</b>	<b>522,721,753</b>	<b>26,363,637</b>	<b>95,287,814</b>	<b>0</b>	<b>1,955</b>

Health is comprised of five general fund budget units: Health Administration, Behavioral Health, Public Health, California Children's Services and Indigent Ambulance. In addition, ten special revenue funds have been established to act as financing budgets for the Health Administration, Behavioral Health and Public Health general fund budget units. Each special revenue fund collects and disburses funds based on the specific purpose and activities established including, but not limited to, alcohol and drug prevention services, tobacco cessation services and preparedness and response.



**SUMMARY OF HUMAN SERVICES BUDGET UNITS**

2014-15						
	Requirements	Sources	Net County Cost	Fund Balance	Net Budget	Staffing
<b><u>General Fund</u></b>						
Human Services Administrative Claim	503,236,205	489,059,585	14,176,620			4,644
Aging and Adult Services - Aging Programs	8,926,323	8,926,323	0			38
Public Guardian-Conservator	814,564	202,951	611,613			19
Child Support Services	40,039,593	40,039,593	0			430
Human Services Subsistence - Consolidated	522,617,937	493,720,548	28,897,389			0
Veterans Affairs	1,985,233	550,853	1,434,380			22
Total General Fund	1,077,619,855	1,032,499,853	45,120,002			5,153
<b><u>Special Revenue Funds</u></b>						
Wraparound Reinvestment Fund	13,745,232	6,035,000		7,710,232		1
Preschool Services	49,009,940	49,087,131		(77,191)		706
Total Special Revenue Funds	62,755,172	55,122,131		7,633,041		707
<b><u>Other Agencies</u></b>						
IHSS Public Authority*	8,248,850	6,816,432		1,432,418		26
Total Other Agencies	8,248,850	6,816,432		1,432,418		26
<b>Total - All Funds</b>	<b>1,148,623,877</b>	<b>1,094,438,416</b>	<b>45,120,002</b>	<b>9,065,459</b>	<b>0</b>	<b>5,886</b>

\*NOTE: IHSS Public Authority is reported in the 'Other Agencies' section of this budget document.

Human Services is composed of eight County Departments: Transitional Assistance (TAD), Children and Family Services (CFS), Aging and Adult Services (DAAS), Preschool Services, Child Support Services, Veterans Affairs, Behavioral Health (BH) and Public Health (PH). Two other agencies work in conjunction with the core Human Services departments and they are: Children's Network and the Office of Homeless Services. Additionally, several support divisions under Human Services Management Services, including the Performance, Education and Resource Center provide administrative and training support to the Human Services Departments.

Transitional Assistance, Children and Family Services, Aging and Adult Services, and all Human Services support divisions are included in the Human Services Administrative Claim process. The purpose of the claim process is to provide the County with the means for determining the costs applicable to each of the numerous welfare programs. This cost determination is necessary to satisfy federal and state reporting and funding requirements and to determine appropriate federal and state financial reimbursement to the County for each of the welfare programs.

Subsistence Payments and Aid to Indigents (general relief) are either direct payments to welfare recipients or payments to organizations that provide service to the welfare recipients. The Human Services Assistant Executive Officer is responsible for all of the above budget units.



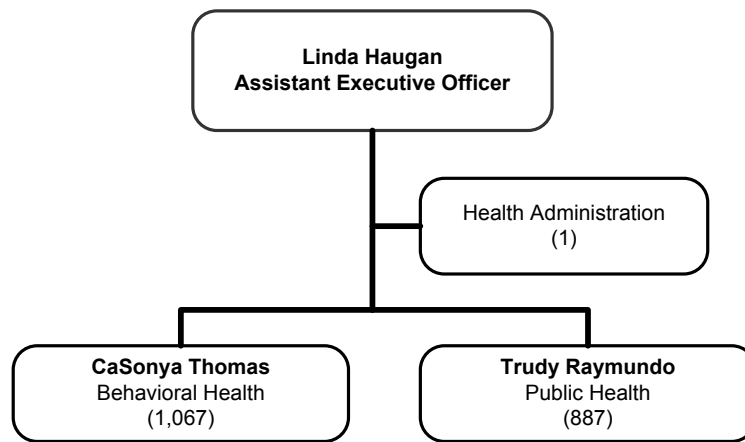
## HEALTH ADMINISTRATION

### DEPARTMENT MISSION STATEMENT

*Health Administration develops and coordinates budgets, policies, and procedures for the County's health care departments in accordance with the strategic goals adopted by the Board of Supervisors, the County Charter, and the general laws.*



### ORGANIZATIONAL CHART



**SUMMARY OF BUDGET UNITS**

2014-15						
	Requirements	Sources	Net County Cost	Fund Balance	Net Budget	Staffing
<b>General Fund</b>						
Health Administration	120,730,613	105,730,613	15,000,000			1
Total General Fund	120,730,613	105,730,613	15,000,000			1
<b>Special Revenue Fund</b>						
Master Settlement Agreement	38,958,405	17,508,893		21,449,512		0
Total Special Revenue Fund	38,958,405	17,508,893		21,449,512		0
<b>Total - All Funds</b>	159,689,018	123,239,506	15,000,000	21,449,512	0	1

**5-YEAR REQUIREMENTS TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Health Administration	52,070,117	43,427,735	102,560,645	180,585,267	120,730,613
Master Settlement Agreement	22,852,028	23,877,171	27,207,376	38,858,857	38,958,405
<b>Total</b>	<b>74,922,145</b>	<b>67,304,906</b>	<b>129,768,021</b>	<b>219,444,124</b>	<b>159,689,018</b>

**5-YEAR SOURCES TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Health Administration	37,070,117	28,424,005	87,560,645	165,584,459	105,730,613
Master Settlement Agreement	17,812,891	18,025,144	17,075,000	18,404,020	17,508,893
<b>Total</b>	<b>54,883,008</b>	<b>46,449,149</b>	<b>104,635,645</b>	<b>183,988,479</b>	<b>123,239,506</b>

**5-YEAR NET COUNTY COST TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Health Administration	15,000,000	15,003,730	15,000,000	15,000,808	15,000,000
<b>Total</b>	<b>15,000,000</b>	<b>15,003,730</b>	<b>15,000,000</b>	<b>15,000,808</b>	<b>15,000,000</b>

**5-YEAR FUND BALANCE TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Master Settlement Agreement	5,039,137	5,852,027	10,132,376	20,454,837	21,449,512
<b>Total</b>	<b>5,039,137</b>	<b>5,852,027</b>	<b>10,132,376</b>	<b>20,454,837</b>	<b>21,449,512</b>



# Health Administration

## DESCRIPTION OF MAJOR SERVICES

The role of the Health Administration budget unit is to seek and support opportunities to foster collaboration among the Department of Public Health (PH), Department of Behavioral Health (BH), and the Arrowhead Regional Medical Center (ARMC). Health Administration provides regular fiscal and policy analysis relating to the operations of these departments. Additionally, Health Administration manages the \$120.7 million Health Administration budget unit, which includes funding and related transactions for the County’s contribution for ARMC debt service payments, health related maintenance of effort costs, and transfers required to obtain federal health care funding.

Budget at a Glance	
Requirements Less Reimbursements*	\$120,730,613
Sources/Reimbursements	\$105,730,613
Net County Cost	\$15,000,000
Total Staff	1
Funded by Net County Cost	12%
*Includes Contingencies	

### Intergovernmental Transfers

This budget unit includes Intergovernmental Transfers (IGT) to the state for Disproportionate Share Hospital (DSH) Supplemental Payments, Medi-Cal managed care, and Delivery System Reform Incentive Payments (DSRIP). These IGT’s are used to send the non-federal share of DSH, Medi-Cal managed care, and DSRIP payments to the state in order to receive matching contributions. The initial investment is returned to this budget unit.

DSH supplemental payments are provided by the state to qualifying hospitals that serve Medi-Cal patients and uninsured individuals to provide for uncompensated costs of care. Medi-Cal managed care payments provide for maximum reimbursement under the allowable rate range. DSRIP funding is strictly tied to results and meeting transformation milestones. These payments are reflected as a matching contribution to the state, with a return of the initial investment to this budget unit.

### Realignment and General Fund Support

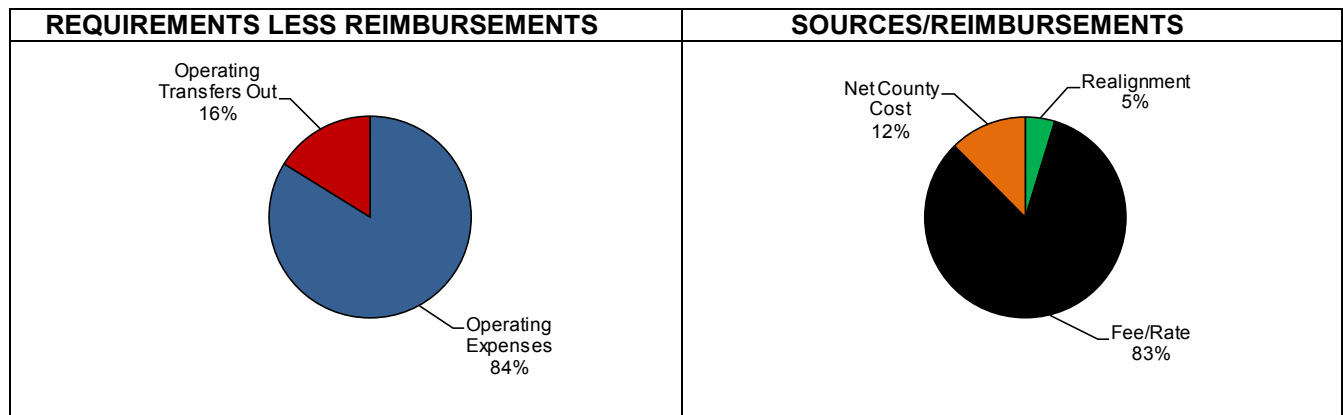
General fund support and realignment funds are used to pay a portion of the ARMC debt service lease payments, the Realignment AB 8 match, and administrative costs related to this budget unit. To qualify for receipt of Health Realignment funding from the state, the County must contribute a ‘match’ of local funds. The County’s match is \$4.3 million, which is based on a formula established through AB 8 in 1979. This amount has remained constant throughout the years.

Realignment funds support administrative costs in this budget unit as follows:

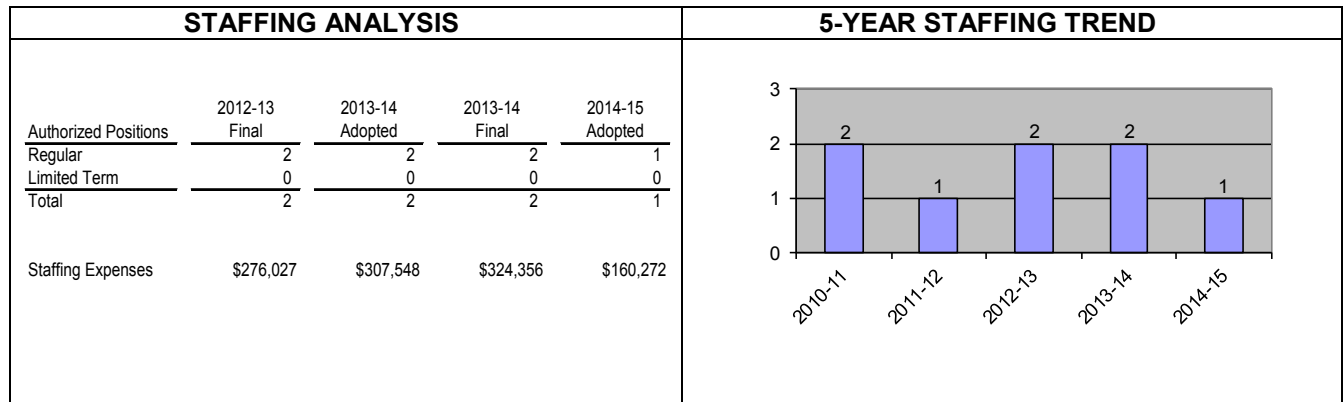
- Mental Health at 9.95%;
- Social Services at 2.76%;
- Health at 87.29% (which also covers a portion of the ARMC debt service payments).



## 2014-15 ADOPTED BUDGET



## BUDGETED STAFFING



**ANALYSIS OF 2014-15 ADOPTED BUDGET**

**GROUP:** Human Services  
**DEPARTMENT:** Health Administration  
**FUND:** General

**BUDGET UNIT:** AAA HCC  
**FUNCTION:** Health and Sanitation  
**ACTIVITY:** Hospital Care

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2013-14 Final Budget	2014-15 Adopted Budget	Change From 2013-14 Final Budget
<b>Requirements</b>							
Staffing Expenses	230,227	176,247	320,215	323,696	324,356	160,272	(164,084)
Operating Expenses	32,029,606	23,988,795	67,065,145	152,789,251	160,944,232	101,081,987	(59,862,245)
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	32,259,833	24,165,042	67,385,360	153,112,947	161,268,588	101,242,259	(60,026,329)
Reimbursements	0	(39,979)	0	0	0	0	0
Total Appropriation	32,259,833	24,125,063	67,385,360	153,112,947	161,268,588	101,242,259	(60,026,329)
Operating Transfers Out	19,805,002	19,023,328	18,302,938	17,346,170	19,316,679	19,488,354	171,675
Total Requirements	52,064,835	43,148,391	85,688,298	170,459,118	180,585,267	120,730,613	(59,854,654)
<b>Sources</b>							
Taxes	0	0	0	0	0	0	0
Realignment	5,825,299	4,873,403	7,826,732	3,376,654	5,584,459	5,730,613	146,154
State, Fed or Gov't Aid	0	0	0	0	0	0	0
Fee/Rate	31,244,819	23,277,623	62,861,566	152,082,554	160,000,000	100,000,000	(60,000,000)
Other Revenue	0	0	0	0	0	0	0
Total Revenue	37,070,118	28,151,026	70,688,298	155,459,209	165,584,459	105,730,613	(59,853,846)
Operating Transfers In	0	0	0	0	0	0	0
Total Sources	37,070,118	28,151,026	70,688,298	155,459,209	165,584,459	105,730,613	(59,853,846)
Net County Cost	14,994,717	14,997,365	15,000,000	14,999,909	15,000,808	15,000,000	(808)
Budgeted Staffing					2	1	(1)

**MAJOR EXPENDITURES AND REVENUE IN 2014-15 ADOPTED BUDGET**

Major expenditures in this budget unit include intergovernmental transfers for Disproportionate Share Hospital (DSH), Delivery System Reform Incentive Payments (DSRIP), and Medi-Cal managed care programs to cover the required local match, and a portion of debt service lease payments for ARMC. The major revenue source is the matching funds received from the state.

**BUDGET CHANGES AND OPERATIONAL IMPACT**

Requirements are decreasing by \$59.9 million due to decreased intergovernmental transfers required for DSH, DSRIP, and Medi-Cal managed care programs. Sources are decreasing by \$59.9 million due to a reduction in matching funds for these programs directly related to requirements.

**STAFFING CHANGES AND OPERATIONAL IMPACT**

Staffing expenses of \$160,272 fund 1 budgeted regular position. One Administrative Analyst III position was moved to the Finance and Administration budget unit in 2014-15. Overall requirements related to staffing will remain consistent as costs for support from Finance and Administration staff will be funded through operating transfers out.





2014-15 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Health Administration	1	0	1	1	0	0	1
Total	1	0	1	1	0	0	1

Health Administration	
Classification	
1	Administrative Analyst III
1	Total

## Master Settlement Agreement

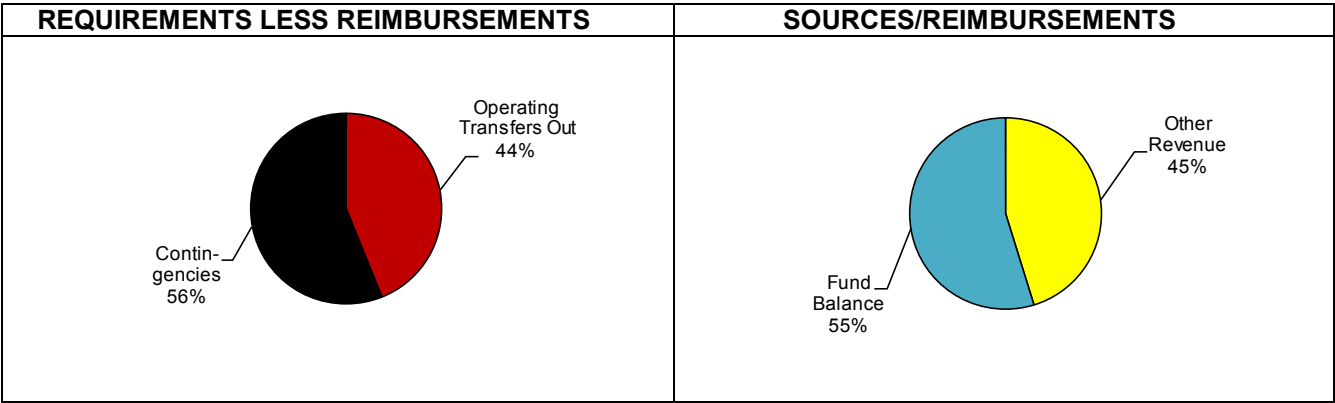
### DESCRIPTION OF MAJOR SERVICES

This budget unit accounts for proceeds received from the tobacco lawsuit Master Settlement Agreement (MSA). In late 1998, a settlement was reached in a lawsuit filed by states against the tobacco industry. In California, the proceeds of the settlement are divided equally between the state and local governments who partnered in the lawsuit. Payments to local governments are based on a formula involving total tobacco sales and each local entity's population.

Budget at a Glance	
Requirements Less Reimbursements*	\$38,958,405
Sources/Reimbursements	\$17,508,893
Fund Balance	\$21,449,512
Contribution to Fund Balance	\$508,893
Total Staff	0
*Includes Contingencies	

A majority of the County's total proceeds are used each year to fund a portion of the Arrowhead Regional Medical Center (ARMC) debt.

### 2014-15 ADOPTED BUDGET



**ANALYSIS OF 2014-15 ADOPTED BUDGET**

GROUP: Human Services  
 DEPARTMENT: Health Administration  
 FUND: Master Settlement Agreement

BUDGET UNIT: RSM MSA  
 FUNCTION: Health and Sanitation  
 ACTIVITY: Hospital Care

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2013-14 Final Budget	2014-15 Adopted Budget	Change From 2013-14 Final Budget
<b>Requirements</b>							
Staffing Expenses	0	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0	0
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	21,858,857	21,958,405	99,548
Total Exp Authority	0	0	0	0	21,858,857	21,958,405	99,548
Reimbursements	0	0	0	0	0	0	0
Total Appropriation	0	0	0	0	21,858,857	21,958,405	99,548
Operating Transfers Out	17,000,000	17,000,000	17,000,000	17,000,000	17,000,000	17,000,000	0
Total Requirements	17,000,000	17,000,000	17,000,000	17,000,000	38,858,857	38,958,405	99,548
<b>Sources</b>							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	0	0	0	0	0	0	0
Fee/Rate	0	0	0	0	0	0	0
Other Revenue	17,812,890	18,134,168	27,322,460	17,994,676	18,404,020	17,508,893	(895,127)
Total Revenue	17,812,890	18,134,168	27,322,460	17,994,676	18,404,020	17,508,893	(895,127)
Operating Transfers In	0	3,146,181	0	0	0	0	0
Total Sources	17,812,890	21,280,349	27,322,460	17,994,676	18,404,020	17,508,893	(895,127)
Fund Balance					20,454,837	21,449,512	994,675
Budgeted Staffing					0	0	0

**MAJOR EXPENDITURES AND REVENUE IN 2014-15 ADOPTED BUDGET**

Operating transfers out of \$17.0 million reflect a transfer to the general fund, which is then used to fund the Net County Cost within the Health Administration budget unit and to offset increased health care costs within the Department of Public Health. Health Administration uses that Net County Cost to fund the \$4.3 million realignment local match requirement for 1991 Health Realignment and \$10.7 million of the debt service (lease payment) for ARMC.

Other revenue of \$17.5 million reflects the County's anticipated settlement revenue from the major tobacco companies.

**BUDGET CHANGES AND OPERATIONAL IMPACT**

Sources from the Master Settlement Agreement have been budgeted conservatively to reflect a decrease of \$895,127. Revenues have remained stable over the past four years with the exception of approximately \$9.8 million of extraordinary revenue received in 2012-13 for a Non-Participating Manufacturers (NPM) Adjustment settlement payment.

**STAFFING CHANGES AND OPERATIONAL IMPACT**

There is no staffing associated with this budget unit.



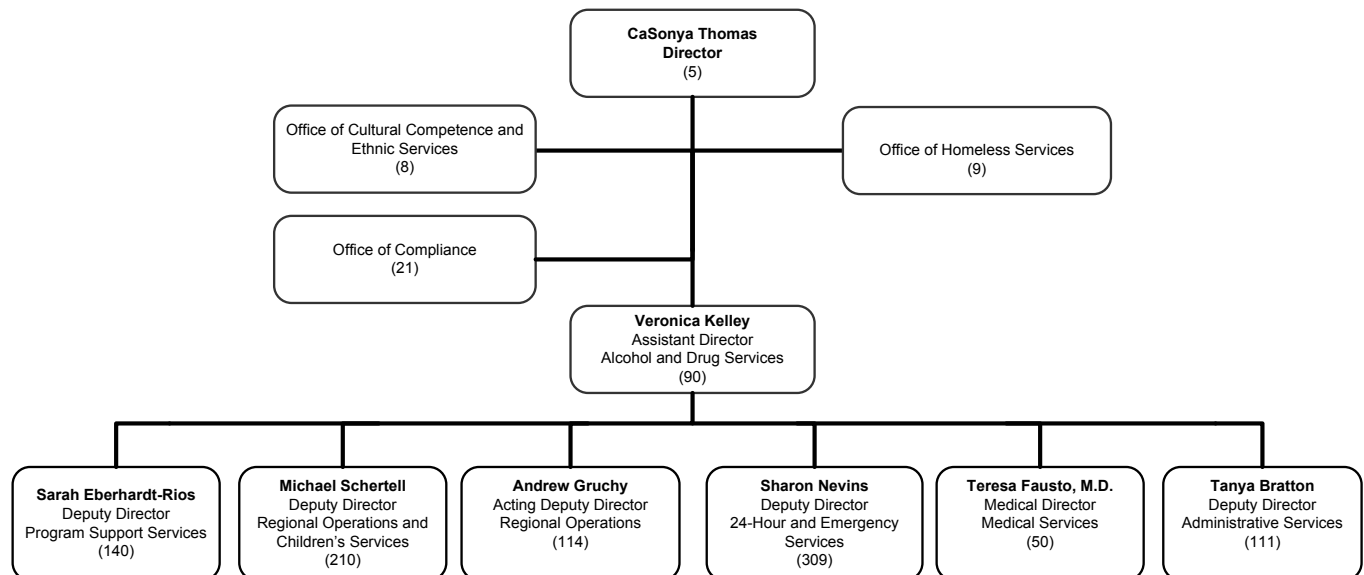
## BEHAVIORAL HEALTH CaSonya Thomas

### DEPARTMENT MISSION STATEMENT

*The County of San Bernardino Behavioral Health Programs strive to be recognized as a progressive system of seamless, accessible, and effective services that promote prevention, intervention, recovery and resiliency for individuals, families and communities.*



### ORGANIZATIONAL CHART



### 2013-14 ACCOMPLISHMENTS

- Relocated the Needles Behavioral Health Counseling Center and the Barstow Behavioral Health Counseling Center to improve access to care and enhance the Department of Behavioral Health (DBH) network of care, while meeting the County's objective of utilizing County programs to address the needs of County residents.
- Established a collaborative relationship with the County Sheriff's Department, Colorado River Station to initiate DBH disaster response activities and coordinate HAM radio communications and radio training from their Emergency Operations Center. Select clinics can now use an interoperable HAM radio system to communicate with the Sheriff's offices during a disaster, ensuring continuity of service to the community during a disaster.
- Secured 20 apartments exclusively for older adult mental health clients at the refurbished Vintage Kendall Senior Apartment Complex in San Bernardino by partnering with the property developer and utilizing Mental Health Services Act Funding, achieving the County's objective of utilizing County programs to move participants to self-sufficiency.
- Achieved closer integration and coordination between mental health and physical healthcare services through collaboration between the DBH Integrated Healthcare Team, Arrowhead Regional Medical Center and the Department of Public Health. Successfully improved client access to healthcare services and improved overall quality of care for consumers, achieving the County's objective of utilizing County programs to address the needs of the County residents.



## COUNTY GOALS AND OBJECTIVES AND DEPARTMENT PERFORMANCE MEASURES

### COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

**Objective(s):** • *Maximize the utilization of Federal and State programs and funding to address the needs of County residents.*

**Department Strategy:** • *Increase specialty behavioral health care for the county's Medi-Cal population who experience significant mental, emotional or substance use disorders.*  
• *Increase early access to prevention and intervention services that have been demonstrated to reduce the future need for intensive behavioral health treatment.*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
Number of Medi-Cal clients served by County behavioral health services.	30,742	N/A	31,500	32,118
Number of County residents receiving evidence supported early intervention or prevention services.	N/A	N/A	45,000	60,000

Note: The medical literature demonstrates the benefit of early and preventative interventions for persons who experience, or are at risk of, serious mental or emotional problems or substance use disorders.

### COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

**Objective(s):** • *To the maximum extent legally allowed, utilize County programs to move participants to self-sufficiency.*

**Department Strategy:** • *Implement homeless assistance programs in collaboration with other county agencies, non-profit and faith based organizations.*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
The percentage of homeless behavioral health consumers who obtain housing or stable shelter after receiving services.	20%	N/A	25%	30%

## SUMMARY OF BUDGET UNITS

	2014-15					
	Requirements	Sources	Net County Cost	Fund Balance	Net Budget	Staffing
<b>General Fund</b>						
Behavioral Health	172,139,912	170,147,701	1,992,211			582
Total General Fund	172,139,912	170,147,701	1,992,211			582
<b>Special Revenue Fund</b>						
Mental Health Services Act	182,630,635	122,010,783		60,619,852		485
Special Revenue Fund-Consolidated	20,916,399	11,429,122		9,487,277		0
Total Special Revenue Fund	203,547,034	133,439,905		70,107,129		485
<b>Total - All Funds</b>	<b>375,686,946</b>	<b>303,587,606</b>	<b>1,992,211</b>	<b>70,107,129</b>	<b>0</b>	<b>1,067</b>



**5-YEAR REQUIREMENTS TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Behavioral Health	116,439,381	116,023,908	135,802,713	147,092,939	172,139,912
Mental Health Services Act	145,987,696	139,885,288	161,089,972	170,856,690	182,630,635
Block Grant Carryover Program	14,757,697	18,789,279	20,975,510	19,852,532	18,117,606
Court Alcohol & Drug Program	1,418,406	1,408,636	1,371,284	1,752,975	2,155,237
Driving Under the Influence Program	542,316	616,004	694,355	630,951	643,556
<b>Total</b>	<b>279,145,496</b>	<b>276,723,115</b>	<b>319,933,834</b>	<b>340,186,087</b>	<b>375,686,946</b>

**5-YEAR SOURCES TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Behavioral Health	114,447,170	114,031,697	133,810,502	145,100,728	170,147,701
Mental Health Services Act	93,448,103	68,277,594	97,966,341	92,002,391	122,010,783
Block Grant Carryover Program	11,097,502	11,173,848	11,792,819	10,946,230	10,801,188
Court Alcohol & Drug Program	483,069	444,899	391,000	401,010	419,713
Driving Under the Influence Program	240,969	249,206	284,000	224,000	208,221
<b>Total</b>	<b>219,716,813</b>	<b>194,177,244</b>	<b>244,244,662</b>	<b>248,674,359</b>	<b>303,587,606</b>

**5-YEAR NET COUNTY COST TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Behavioral Health	1,992,211	1,992,211	1,992,211	1,992,211	1,992,211
<b>Total</b>	<b>1,992,211</b>	<b>1,992,211</b>	<b>1,992,211</b>	<b>1,992,211</b>	<b>1,992,211</b>

**5-YEAR FUND BALANCE TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Mental Health Services Act	52,539,593	71,607,694	63,123,631	78,854,299	60,619,852
Block Grant Carryover Program	3,660,195	7,615,431	9,182,691	8,906,302	7,316,418
Court Alcohol & Drug Program	935,337	963,737	980,284	1,351,965	1,735,524
Driving Under the Influence Program	301,347	366,798	410,355	406,951	435,335
<b>Total</b>	<b>57,436,472</b>	<b>80,553,660</b>	<b>73,696,961</b>	<b>89,519,517</b>	<b>70,107,129</b>



## Behavioral Health

### DESCRIPTION OF MAJOR SERVICES

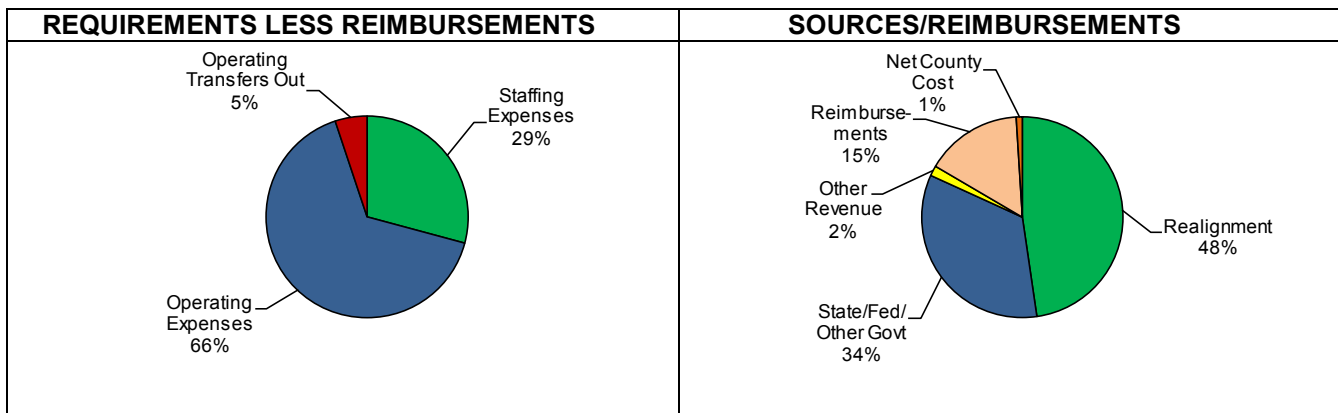
The Department of Behavioral Health is responsible for providing mental health services to County residents who are either unable to afford treatment or do not live in proximity to private services. Treatment is provided to all age groups, with primary emphasis placed on treating children, families and chronically mentally ill adults (in that priority). Services are delivered throughout the County via a network of department-operated clinics, community based contract providers (residential and psychiatric skilled nursing facilities and acute hospitals), public schools, and other community-based settings. Services include: information and referrals, community outreach, client self-help and support groups, a variety of children's programs, mentally ill homeless program, employment services, case management, crisis and transitional residential assistance, augmented board and care placements, conservatorship services, supportive housing services and client transportation assistance. The department has an Alcohol and Drug Services (ADS) organizational unit which provides comprehensive substance abuse prevention and treatment programs to County residents. The department also operates as a training setting by administering various internship programs and offering continuing education for licensed department and contractor staff.

#### Budget at a Glance

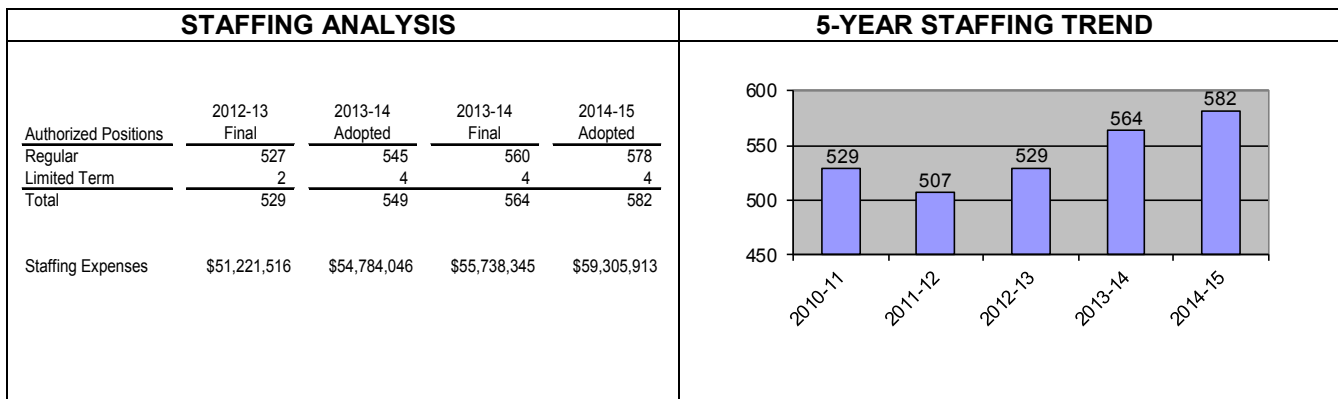
Requirements Less Reimbursements*	\$203,838,744
Sources/Reimbursements	\$201,846,533
Net County Cost	\$1,992,211
Total Staff	582
Funded by Net County Cost	1%

\*Includes Contingencies

### 2014-15 ADOPTED BUDGET



### BUDGETED STAFFING



## ANALYSIS OF 2014-15 ADOPTED BUDGET

GROUP: Human Services  
DEPARTMENT: Behavioral Health  
FUND: General

BUDGET UNIT: AAA MLH  
FUNCTION: Health and Sanitation  
ACTIVITY: Hospital Care

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2013-14 Final Budget	2014-15 Adopted Budget	Change From 2013-14 Final Budget
<b>Requirements</b>							
Staffing Expenses	41,230,975	42,297,483	44,648,594	48,638,655	55,738,345	59,305,913	3,567,568
Operating Expenses	96,826,824	95,606,826	105,994,341	120,106,905	123,561,267	133,480,908	9,919,641
Capital Expenditures	0	52,650	74,514	213,547	839,923	678,879	(161,044)
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	138,057,799	137,956,959	150,717,449	168,959,107	180,139,535	193,465,700	13,326,165
Reimbursements	(23,850,322)	(24,177,009)	(24,325,743)	(29,835,164)	(34,889,349)	(31,698,832)	3,190,517
Total Appropriation	114,207,477	113,779,950	126,391,706	139,123,943	145,250,186	161,766,868	16,516,682
Operating Transfers Out	1,842,753	1,842,753	1,842,753	1,842,753	1,842,753	10,373,044	8,530,291
Total Requirements	116,050,230	115,622,703	128,234,459	140,966,696	147,092,939	172,139,912	25,046,973
<b>Sources</b>							
Taxes	0	0	0	0	0	0	0
Realignment	42,142,958	52,999,648	82,744,721	83,664,296	88,188,955	97,080,904	8,891,949
State, Fed or Gov't Aid	69,411,012	57,998,084	40,073,886	52,824,492	53,463,330	69,484,680	16,021,350
Fee/Rate	289,235	217,637	241,892	235,004	247,300	259,300	12,000
Other Revenue	2,375,213	2,414,902	3,181,749	2,269,355	3,201,143	3,322,817	121,674
Total Revenue	114,218,418	113,630,271	126,242,248	138,993,147	145,100,728	170,147,701	25,046,973
Operating Transfers In	0	222	0	0	0	0	0
Total Sources	114,218,418	113,630,493	126,242,248	138,993,147	145,100,728	170,147,701	25,046,973
Net County Cost	1,831,812	1,992,210	1,992,211	1,973,549	1,992,211	1,992,211	0
Budgeted Staffing					564	582	18

## MAJOR EXPENDITURES AND REVENUE IN 2014-15 ADOPTED BUDGET

Staffing expenses of \$59.3 million fund 582 positions. Operating expenses of \$133.5 million are comprised primarily of contracted and specialized services, and make up the majority of the department's expenditures within this budget unit. Together these expenses support the clinics and programs that provide mental health and substance abuse services to county residents. Realignment revenues of \$97.1 million are provided by Sales Tax, Vehicle License Fees, and the AB 109 Public Safety Realignment program. Federal and State revenues of \$69.5 million are derived from Medi-Cal, Affordable Care Act Medi-Cal, Drug Medi-Cal, and the Substance Abuse Prevention and Treatment Block Grant. Other revenue of \$3.3 million is made up of Social Security Administration payments and reimbursements from other agencies such as Desert Mountain Selpa and First Five.

## BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements are increasing by \$25.0 million with staffing expense increasing \$3.6 million. These increases reflect projected step advancements, increased employee benefits such as employee group insurance, increased retirement and earned leave related costs, and a net increase of 18 positions.

Operating expenses are increasing by \$9.9 million mostly due to an increase of \$4.6 million in professional services attributed to anticipated increases in indigent consumers in the amount of \$4.0 million and another \$600,000 due to Medi-Cal Expansion consumers as a result of the Affordable Care Act of 2010. Managed Care costs are increasing by \$1.6 million, indigent hospital costs are increasing by \$1.5 million, and state hospital costs are increasing by \$700,000. An overall increase of \$1.5 million in expenditures for information technology, rents & leases, and general liability insurance makes up the balance of the total operating expense increase.

Reimbursements are decreasing by \$3.2 million due to a one-time increase in reimbursements in 2013-14 of \$6.2 million, offset by a \$3.0 million increase in reimbursements in 2014-15 for mental health and substance abuse services provided to CalWORKs clients. The \$6.2 million one-time reimbursement in 2013-14 was from the Mental Health Services Act (MHSA) special revenue fund for support services provided to MHSA programs in prior fiscal years. These costs were initially paid with Medi-Cal revenue.





Sources are increasing by \$25.0 million. An increase in 1991 Realignment revenue of \$5.0 million is due primarily to funding increases in professional contracted services for acute hospital inpatient and outpatient services.

2011 Realignment is increasing by \$8.5 million that was budgeted in the MHSA special revenue fund in the prior year. This is balanced with an increase to operating transfers out reflecting the transfer to the MHSA special revenue fund. Offsetting that increase is a decrease in 2011 Realignment revenue of \$4.5 million due to a correction in the department's interpretation of how the State collects and allocates revenue to Counties that support the department's Specialty Mental Health Services (SMHS). Programs include Early and Periodic Screening, Diagnosis and Treatment program, Managed Care services, and Alcohol and Drug Services. The department was able to more accurately estimate the 2014-15 2011 Realignment when the State clarified the methodology.

State and Federal Aid revenue is increasing by \$16.0 million due to a one-time decrease in Medi-Cal revenue in 2013-14 of \$6.2 million to settle costs initially paid with Medi-Cal revenue in prior years that should have been paid with MHSA revenue, and increases in 2014-15 Medi-Cal reimbursement related to the Affordable Care Act implementation.

## STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$59.3 million fund 582 budgeted positions of which 578 are regular positions and 4 are limited term positions. Staffing is increasing primarily due to anticipated increases in demand for services as a result of the Affordable Care Act and the Choosing Healthy Options to Instill Change and Empowerment (CHOICE) program. Positions were added for the CalWORKs program which is expanding in 2014-15 and for the increased demand for clinical services in the coming year. Finally, there are positions added to support expanded services in collaboration with the Transitional Assistance Department for the Family Stabilization program, established by Assembly Bill 74 in 2013.

Overall the department added 20 positions and deleted 2 positions. The budget includes the following 11 new positions:

Quality Management  
1 Mental Health Nurse II

Mental Health CalWORKs  
1 Clinical Therapist I  
1 Social Worker II  
1 Mental Health Specialist

Business Services  
1 Office Assistant III

CHOICE Program  
1 General Services Worker II

Mesa Clinic  
1 Office Assistant II

Alcohol and Drug Services  
1 Mental Health Auditor  
3 Social Workers II

Additional changes below include 4 transfers in from the MHSA Fund, the addition of 5 positions in various programs, the deletion of 2 Psychiatrists, and a reclassification of an Occupational Therapist II to a Social Worker II in the CalWORKs program result in a net increase of 7 positions. The position transfers and deletions are:

CHOICE Program  
1 Office Assistant II

Children's Services  
1 Office Assistant III

Mesa Clinic  
2 Office Assistants II

Medical Services  
1 Contr Adult Psychiatrists -Brd Cert

Family Stabilization  
4 Mental Health Specialists

Deleted Positions  
1 Psychiatrist  
1 Contr Adult Psychiatrist



**2014-15 POSITION SUMMARY**

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
24-Hour and Emergency Services	95	0	95	74	19	2	95
Administrative Services	51	1	52	48	2	2	52
Office of Compliance	14	0	14	14	0	0	14
Director	5	0	5	5	0	0	5
Program Support Services	42	1	43	34	8	1	43
Regional Operations	81	0	81	78	3	0	81
Alcohol & Drug Services	89	0	89	69	10	10	89
Regional Operations & Children's Svc	152	2	154	133	17	4	154
Medical Services	49	0	49	47	1	1	49
<b>Total</b>	<b>578</b>	<b>4</b>	<b>582</b>	<b>502</b>	<b>60</b>	<b>20</b>	<b>582</b>

**24-Hour and Emergency Services**

Classification
4 Alcohol & Drug Counselor
22 Clinical Therapist I
9 Clinical Therapist II
1 Deputy Director BH Prog Services
2 Employment Services Specialist
1 Fiscal Assistant
4 General Services Worker II
3 Mental Health Clinic Supervisor
1 Mental Health Program Mgr I
2 Mental Health Program Mgr II
13 Mental Health Specialist
1 Mental Health Clinic Supervisor
1 Occupational Therapist II
4 Office Assistant II
10 Office Assistant III
2 Psychiatric Aide
2 Psychiatric Technician I
2 Secretary I
9 Social Worker II
1 Staff Analyst II
1 Supervising Office Assistant
<b>95 Total</b>

**Administrative Services**

Classification
3 Accountant II
3 Accountant III
1 Accounting Technician
1 Administrative Manager
1 Administrative Supervisor I
1 Administrative Supervisor II
2 Automated Systems Analyst I
6 Automated Systems Technician
1 Business Applications Manager
1 Contr Automated Systems Analyst II
1 Deputy Director BH Admin Services
2 Fiscal Assistant
7 Fiscal Specialist
2 Mental Health Auditor
2 Office Assistant II
6 Office Assistant III
2 Payroll Specialist
1 Secretary II
1 Staff Analyst II
5 Storekeeper
1 Supervising Office Assistant
1 Supervising Office Specialist
1 Supvgr Auto Systems Analyst I
<b>52 Total</b>

**Office of Compliance**

Classification
1 Administrative Supervisor II
1 BH Ethics & Compliance Coordinator
1 Chief Compliance Officer -BH
2 Clinical Therapist I
1 Medical Emer. Planning Spclst
1 Mental Health Nurse II
1 Mental Health Program Mgr I
2 Office Assistant II
2 Office Specialist
2 Social Worker II
<b>14 Total</b>

**Director**

Classification
1 Director of Behavioral Health
1 Executive Secretary II
1 Office Assistant III
1 Office Assistant IV
1 Secretary II
<b>5 Total</b>

**Program Support Services**

Classification
1 Administrative Supervisor II
8 Clinical Therapist I
3 Clinical Therapist II
1 Contr Business Systems Analyst II
1 Dep Dir Behavior Hlth Qual Mgt
1 Mental Health Clinic Supervisor
5 Mental Health Nurse II
1 Mental Health Program Mgr II
1 Nurse Supervisor
13 Office Assistant III
1 Office Assistant IV
1 Public Service Employee
1 Research & Planning Psychologist
2 Secretary I
1 Secretary II
1 Staff Analyst II
1 Supervising Office Assistant
<b>43 Total</b>

**Regional Operations**

Classification
19 Clinical Therapist I
2 Clinical Therapist II
1 Deputy Director BH Prog Services
2 General Services Worker II
4 Mental Health Clinic Supervisor
3 Mental Health Nurse II
1 Mental Health Program Mgr II
10 Mental Health Specialist
2 Mental Health Clinic Supervisor
15 Office Assistant II
7 Office Assistant III
2 Office Assistant IV
2 Office Specialist
4 Psychiatric Technician I
1 Secretary I
4 Social Worker II
1 Supervising Office Assistant
1 Supervising Office Specialist
<b>81 Total</b>



Alcohol & Drug Services		Regional Operations & Children's Svc		Medical Services	
<u>Classification</u>		<u>Classification</u>		<u>Classification</u>	
18	Alcohol and Drug Counselor	4	Alcohol & Drug Counselor	1	Behavioral Health Med Director
6	Clinical Therapist I	43	Clinical Therapist I	3	Cont Adult Psychiatrist
2	Contract Mental Health Staff Physician	10	Clinical Therapist II	4	Cont Child Psychiatrist
1	Contract Adult Psychiatrist Board Cert	1	Cont Office Assistant III	3	Cont F/T Adult Psychiatrist
1	Mental Health Clinic Supervisor	1	Contract Clinical Therapist I	3	Cont F/T Child Psychiatrist
1	Mental Health Program Mgr I	1	Deputy Director BH Prog Services	1	Cont F/T LeadChildPsychiatrist
2	Mental Health Program Mgr II	2	General Services Worker II	1	Cont P/T Adult Psychiatrist
10	Mental Health Specialist	4	Mental Health Clinic Supervisor	5	ContFTAdultPsychiatristBrdCrt
1	Occupational Therapist II	3	Mental Health Nurse II	1	ContPTAdultPsychiatristBrdCrt
2	Occupational Therapy Assistant	1	Mental Health Program Mgr I	1	Office Assistant III
4	Office Assistant II	4	Mental Health Program Mgr II	25	Psychiatrist
7	Office Assistant III	4	Mental Health Specialist	1	Secretary II
2	Office Specialist	6	Mental Health Clinic Supervisor	49	Total
1	Program Specialist	1	Occupational Therapist II		
3	Secretary I	15	Office Assistant II		
1	Secretary II	20	Office Assistant III		
22	Social Worker II	4	Office Assistant IV		
1	Staff Analyst II	7	Office Specialist		
1	Supervising Office Assistant	3	Psychiatric Technician I		
1	Supervising Office Specialist	4	Secretary I		
1	Supervising Social Worker	12	Social Worker II		
1	Asst Dir of Behavioral Health	2	Supervising Office Assistant		
89	Total	2	Supervising Office Specialist		
		154	Total		



## Mental Health Services Act

### DESCRIPTION OF MAJOR SERVICES

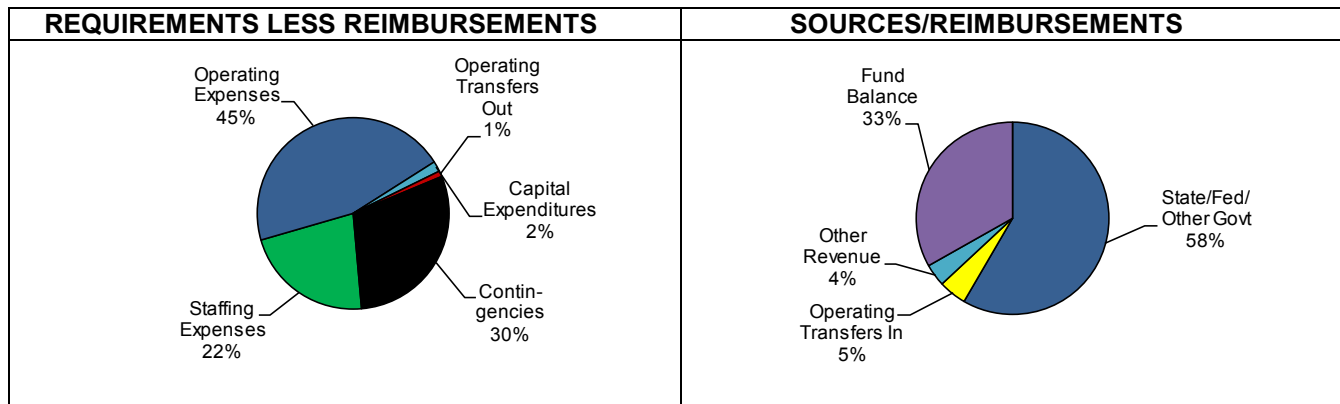
On November 2, 2004, voters passed Proposition 63, which established a state personal income tax surcharge of one percent on the portion of taxpayers' annual taxable income that exceeds \$1 million. The proposition was enacted into law as the Mental Health Services Act (MHSA) effective January 1, 2005. The overall purpose and intent is "to reduce the long-term adverse impact on individuals, families, and state and local budgets resulting from untreated serious mental illness to insure that all funds are expended in the most cost effective manner and to ensure accountability to taxpayers and to the public."

#### Budget at a Glance

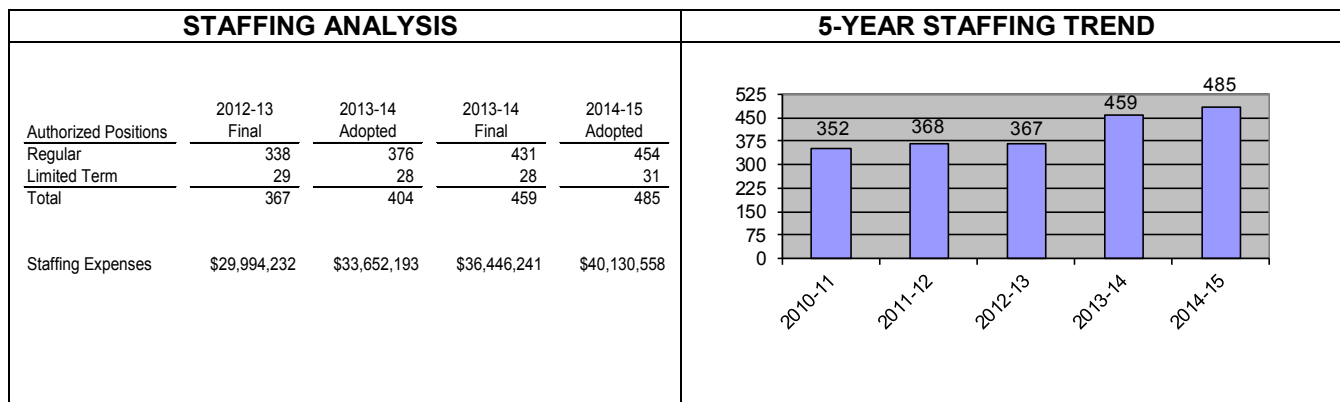
Requirements Less Reimbursements*	\$183,199,028
Sources/Reimbursements	\$122,579,176
Fund Balance	\$60,619,852
Use of Fund Balance	\$5,843,733
Total Staff	485

\*Includes Contingencies

### 2014-15 ADOPTED BUDGET



### BUDGETED STAFFING



**ANALYSIS OF 2014-15 ADOPTED BUDGET**

GROUP: Human Services  
DEPARTMENT: Behavioral Health  
FUND: Mental Health Services Act

BUDGET UNIT: RCT MLH  
FUNCTION: Health and Sanitation  
ACTIVITY: Hospital Care

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2013-14 Final Budget	2014-15 Adopted Budget	Change From 2013-14 Final Budget
<b>Requirements</b>							
Staffing Expenses	23,084,325	23,810,545	26,155,522	28,693,789	36,446,241	40,130,558	3,684,317
Operating Expenses	44,454,671	54,054,758	54,889,223	84,169,768	85,909,473	83,296,519	(2,612,954)
Capital Expenditures	891,945	4,995	165,726	1,672,047	2,562,875	3,195,832	632,957
Contingencies	0	0	0	0	46,420,004	54,776,119	8,356,115
Total Exp Authority	68,430,941	77,870,299	81,210,471	114,535,604	171,338,593	181,399,028	10,060,435
Reimbursements	(249,003)	(1,092,500)	(501,377)	(498,499)	(488,571)	(568,393)	(79,822)
Total Appropriation	68,181,938	76,777,799	80,709,094	114,037,105	170,850,022	180,830,635	9,980,613
Operating Transfers Out	0	0	57,472	6,668	6,668	1,800,000	1,793,332
Total Requirements	68,181,938	76,777,799	80,766,566	114,043,773	170,856,690	182,630,635	11,773,945
<b>Sources</b>							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	1,570,578	5,827,284	9,814,518	0	(9,814,518)
State, Fed or Gov't Aid	91,916,293	67,633,938	90,510,717	85,061,754	78,127,935	106,635,809	28,507,874
Fee/Rate	(234)	0	0	100	0	0	0
Other Revenue	426,879	637,594	1,463,325	4,847,877	4,059,938	6,844,683	2,784,745
Total Revenue	92,342,938	68,271,531	93,544,620	95,737,015	92,002,391	113,480,492	21,478,101
Operating Transfers In	0	0	1,026,596	0	0	8,530,291	8,530,291
Total Sources	92,342,938	68,271,531	94,571,216	95,737,015	92,002,391	122,010,783	30,008,392
Fund Balance					78,854,299	60,619,852	(18,234,447)
Budgeted Staffing					459	485	26

**MAJOR EXPENDITURES AND REVENUE IN 2014-15 ADOPTED BUDGET**

Staffing expenses of \$40.1 million fund 485 budgeted positions. Operating expenses of \$83.3 million are comprised primarily of professionally contracted services and supplies (\$66.1 million) and interdepartmental transfers out (\$14.2 million). The services and supplies account for administrative and program expenditures to execute the approved MHSA plans of which \$56.4 million are for contracted services with non-governmental organizations. The interdepartmental transfers will distribute \$14.2 million for program collaborations with Human Services, Probation, Public Defender, Children's Network, Preschool Services, Sheriff/Coroner/Public Administrator and Superintendent of Schools as well as expenditures incurred for leases paid by Real Estate Services and office supplies purchased through the Purchasing Department.

Capital expenditures of \$3.2 million are for various fixed assets, equipment and capitalized software purchases necessary for various capital improvement projects, such as: the relocation of the Pathways Clubhouse house; relocation of Older Adult Services and Community Crisis Services that serve the High Desert; and vehicles for the Community Crisis Response Teams in the High Desert and East Valley. Additional projects include the continuation of the Technology Component core projects that will allow Behavioral Health to move towards achieving an Integrated Information System Infrastructure.

Reimbursements of \$568,393 include reimbursement from Human Services for costs related to homeless services, reimbursements from the Behavioral Health general fund budget unit for administrative support, and salary reimbursements from Behavioral Health's general fund budget unit for Alcohol and Drug Services.

Departmental sources include state aid of \$106.6 million which consists of \$85.7 million for the Mental Health Services Act, \$19.6 million from Medi-Cal Federal Financial Participation, and \$1.3 million from the Substance Abuse and Mental Health Services Administration (SAMSHA), Project for Assistance in Transition from Homelessness (PATH), and Housing and Urban Development Housing Management Information System grants. Other revenue of \$6.8 million includes Children and Family Service reimbursement for Screening, Assessment, Referral and Treatment services (SART), Institute of Mental Disease reimbursements, rent reimbursement and earned interest.



## BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements are increasing by \$11.8 million. Staffing expenses are increasing by \$3.7 million primarily as a result of the addition of a net 26 positions to support expanded program services in regional clinics and clinical assessment services. Operating expenses are decreasing by \$2.6 million primarily due to a one-time increase in expenses in 2013-14 of \$6.2 million for support services provided to MHSA programs in prior fiscal years that were initially paid in the general fund with Medi-Cal revenue. This is offset by increases to professional and contracted service providers for mental health and prevention services in the amount of \$1.1 million. This increase primarily reflects expansion of projects specific to the Prevention and Early Intervention Expansion plan that was approved by the Board of Supervisors on December 18, 2012. The balance of the change in operating expenses is made up of an increase of \$1.4 million in general services and supplies, \$100,000 for new vehicles, and an increase of \$1.0 million for capitalized software.

Capital Expenditures are projected to increase by \$632,957. The increase is the result of capital expenditures for multi-year MHSA technology projects and SABER (San Bernardino Accessible Billing and Electronic Records), as well as the purchase of several vehicles for crisis services to transport clients in the High Desert and East Valley. The vehicles will also be used by staff to provide on-site services and outreach activities.

Contingencies are increasing by \$8.4 million due to salary savings and underutilization of service provider contracts. Reimbursements will increase by \$79,822 primarily due to increased support from the department's Alcohol and Drug Services program for their share of software licensing usage.

Operating transfers out are increasing \$1.8 million to fund expenditures incurred by other County departments such as Children's Network, Children and Family Services, Probation, and the Public Defender pursuant to a Memorandum of Understanding (MOU) with these departments. These departments assist in facilitating outreach and support services delivered on behalf of Behavioral Health. Operating transfers out also include the funding to support the development and planning to acquire a new building for Older Adult and Crisis Services that will serve the High Desert.

Sources are increasing by \$30.0 million. This includes a \$9.8 million reduction in Realignment revenue. Starting in FY 2014-15, Behavioral Health will no longer transfer Realignment funds to its MHSA operation as revenue. Instead these transactions will be recorded as operating transfers in. The overall reduction in Realignment funding is attributed to a change in budget methodology.

MHSA funding, which is included in State and Federal Aid, is projected to increase by \$24.4 million. This increase is based on the state's FY 2012-13 personal income tax surcharge cash distribution being higher than anticipated. Medi-Cal revenue is also projected to increase by \$4.1 million with the expansion of Screening, Assessment, Referral, and Treatment (SART) services with the Prevention and Early Intervention component, as well as projected revenues from the Affordable Care Act.

Other revenue is expected to increase by \$2.8 million, due to increased revenue received from First 5 for the SART and Early Identification and Intervention Services programs.

## STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$40.1 million fund 485 budgeted positions of which 454 are regular positions and 31 are limited term positions. Staffing expenses have increased to support programs proposed through the Mental Health Services Act Community Program Planning Process for 2014-15. Thirty-three new positions are added for the expansion of regional clinical services, clinical assessment services, recovery based engagement support teams and administrative support. Along with other staffing changes, the net increase to the department is 26 positions and increased staffing expenses of \$3.7 million.

As part of the expansion of MHSA services for program expansion of regional clinical services, clinical assessment services, recovery based engagement support teams and administrative support, Behavioral Health is including the following new positions to support the 24 Hour Services Adult and Older Adult Division. These positions will support the recovery based engagement support teams, Cultural Competency and Ethnic Services



that provide outreach and engagement activities, and Medical Services to assist in evaluation and program oversight.

2 Alcohol & Drug Counselors	2 Clinical Therapists I
2 Licensed Vocational Nurses II	1 Mental Health Clinic Supervisor
4 Peer and Family Advocates III	2 Mental Health Education Consultants
1 Staff Analyst II	
1 Public Service Employee	

Offsetting the above increases is the deletion of three contract Community Liaisons from the Cultural Competency and Ethnic Services Division.

Behavioral Health Program Support Services Division added the following new positions to support mandated quality management, evaluation and program oversight.

1 Business Systems Analyst II	2 Program Specialists I	1 Secretary I
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Regional Operations and Children's Services Division added the following new positions to support a new program at the County Behavioral Health Clinics that improve assessment and referral services to meet the Mental Health Plan requirements for adult clients served at County clinics and hospitals, as well as support the Full Service Partnership program that serve clients at risk of homelessness. One extra-help Clinical Therapist I and 1 Office Assistant II are temporarily added for expansion services while recruitment is taking place.

1 Clinical Therapist I	1 Clinical Therapist II
2 General Service Workers II	1 Mental Health Nurse II
1 Mental Health Clinic Supervisor	2 Peer and Family Advocates II
1 Program Specialist II	2 Supervising Office Assistants

As part of the integration of the program services, 4 Mental Health Specialists previously funded by the Mental Health Services Act for recovery based engagement support teams will be transferred to the Alcohol and Drug Service division to support expanded service in collaboration with the Transitional Assistance Department for the Family Stabilization program that will provide intensive case management services. One General Service Worker position is dual filled due to the vital service needs of the position while an employee is on extended leave.

## 2014-15 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
24-Hour and Emergency Services	213	1	214	153	48	13	214
Administrative Services	55	4	59	46	13	0	59
Office of Compliance	7	0	7	6	1	0	7
Office of Cultural Competence & Ethnic Services	8	0	8	6	0	2	8
Office of Homeless Services	8	1	9	6	2	1	9
Program Support Services	73	24	97	74	19	4	97
Assistant Director and Alcohol and Drug Services	1	0	1	1	0	0	1
Regional Operations and Children's Services	55	1	56	42	12	2	56
Regional Operations	33	0	33	7	16	10	33
Medical Services	1	0	1	0	0	1	1
<b>Total</b>	<b>454</b>	<b>31</b>	<b>485</b>	<b>341</b>	<b>111</b>	<b>33</b>	<b>485</b>





**24-Hour and Emergency Services**Classification

1	Administrative Manager
4	Alcohol & Drug Counselor
51	Clinical Therapist I
13	Clinical Therapist II
5	General Services Worker II
2	Licensed Vocational Nurse II
4	Mental Health Clinic Supervisor
1	Mental Health Education Consultant
3	Mental Health Nurse II
4	Mental Health Program Mgr I
2	Mental Health Program Mgr II
32	Mental Health Specialist
10	Mental Health Clinic Supervisor
1	Occupational Therapist II
13	Office Assistant II
16	Office Assistant III
1	Office Specialist
1	Peer & Family Advocate II
8	Peer & Family Advocate III
2	Program Specialist I
5	Psychiatric Technician I
1	Public Service Employee
2	Secretary I
1	Secretary II
28	Social Worker II
2	Staff Analyst II
1	Supervising Office Assistant
<hr/>	
214	Total

**Administrative Services**Classification

2	Accountant III
1	Accounting Technician
3	Administrative Supervisor I
1	Administrative Supervisor II
3	Automated Systems Analyst I
3	Automated Systems Analyst II
4	Automated Systems Technician
2	Business Systems Analyst I
3	Business Systems Analyst II
3	Business Systems Analyst III
3	Contr Automated Systems Tech
1	Contr Project Manager
1	Fiscal Assistant
4	Fiscal Specialist
2	Mental Health Auditor
2	Office Assistant III
2	Payroll Specialist
2	Peer & Family Advocate I
2	Secretary I
13	Staff Analyst II
1	Supervising Accountant II
1	Supervising Fiscal Specialist
<hr/>	
59	Total

**Office of Compliance**Classification

2	Office Assistant III
1	Office Assistant IV
1	Peer & Family Advocate III
3	Staff Analyst II
<hr/>	
7	Total





Office of Cultural Competence & Ethnic Services		Office of Homeless Services		Program Support Services	
<u>Classification</u>		<u>Classification</u>		<u>Classification</u>	
1	Cultural Competency Officer	1	Automated Systems Analyst I	3	Administrative Manager
3	Mental Health Education Consultant	1	Automated Systems Technician	1	Administrative Supervisor I
1	Secretary I	1	Mental Health Program Mgr I	1	Automated Systems Analyst I
2	Social Worker II	1	Office Assistant II	3	Business Systems Analyst I
1	Staff Analyst I	3	Program Specialist I	1	Business Systems Analyst II
8	Total	1	Secretary I	1	Clinical Therapist I
		1	Staff Analyst II	18	Graduate Student Intern
		9	Total	1	Media Specialist I
				2	Mental Health Education Consul
				3	Mental Health Intern Prgm Supv
				2	Mental Health Nurse II
				2	Mental Health Program Mgr I
				5	Mental Health Specialist
				2	Office Assistant II
				7	Office Assistant III
				1	Office Assistant IV
				10	Peer & Family Advocate II
				4	Peer & Family Advocate I
				2	Peer & Family Advocate III
				5	Program Specialist I
				4	Program Specialist II
				2	Secretary I
				1	Social Worker II
				1	Staff Aide
				4	Staff Analyst II
				1	Statistical Analyst
				6	Student Intern
				3	Training & Development Specialist
				1	Volunteer Services Coordinator
				97	Total
Assistant Director and Alcohol and Drug Services		Regional Operations and Children's Services		Regional Operations	
<u>Classification</u>		<u>Classification</u>		<u>Classification</u>	
1	Program Specialist I	2	Alcohol & Drug Counselor	10	Clinical Therapist I
1	Total	19	Clinical Therapist I	1	Clinical Therapist II
		2	Clinical Therapist II	2	General Services Worker II
		2	Employment Services Specialist	3	Licensed Vocational Nurse II
		2	General Services Worker II	2	Mental Health Nurse II
		1	Mental Health Nurse II	3	Mental Health Specialist
		1	Mental Health Program Mgr I	1	Mental Health Clinic Supervisor
		1	Mental Health Program Mgr II	7	Office Assistant III
		1	Mental Health Specialist	2	Peer & Family Advocate II
		1	Mental Health Clinic Supervisor	2	Supervising Office Assistant
		4	Office Assistant III	33	Total
		1	Peer & Family Advocate II		
		1	Peer & Family Advocate I		
		1	Peer & Family Advocate III		
		3	Program Specialist I		
		1	Program Specialist II		
		1	Psychiatrist		
		1	Secretary I		
		5	Social Worker II		
		1	Staff Aide		
		1	Staff Analyst I		
		4	Staff Analyst II		
		56	Total		
Medical Services					
<u>Classification</u>					
1	Staff Analyst II				
1	Total				



## Special Revenue Funds - Consolidated

### DESCRIPTION OF MAJOR SERVICES

**Block Grant Carryover Program** are funds utilized by Alcohol and Drug Services (ADS) to maintain money received from the State Department of Health Care Services (DHCS) under a multi-year cost reimbursement contract that allows the County to retain unused federal Substance Abuse Prevention and Treatment (SAPT) funds for use in the next fiscal year. These funds are to be spent on alcohol abuse prevention, education, and treatment in schools and the community as described in the annual update to the contract between the County and the State. Funds are transferred to ADS general fund budget unit based on the needs of the program.

**Court Alcohol and Drug Program** funding is provided by three sources: the Statham funds, which are fines collected from individuals convicted of Driving Under the Influence (DUI) offenses; Senate Bill 921, which requires persons convicted of an offense involving a controlled substance to pay a drug program fee in an amount not to exceed \$100 for each separate offense; and by Senate Bill 920 that requires persons convicted of specific alcohol related offenses to pay an additional alcohol abuse education and prevention penalty assessment in an amount not to exceed \$50. Funds are distributed to the ADS programs.

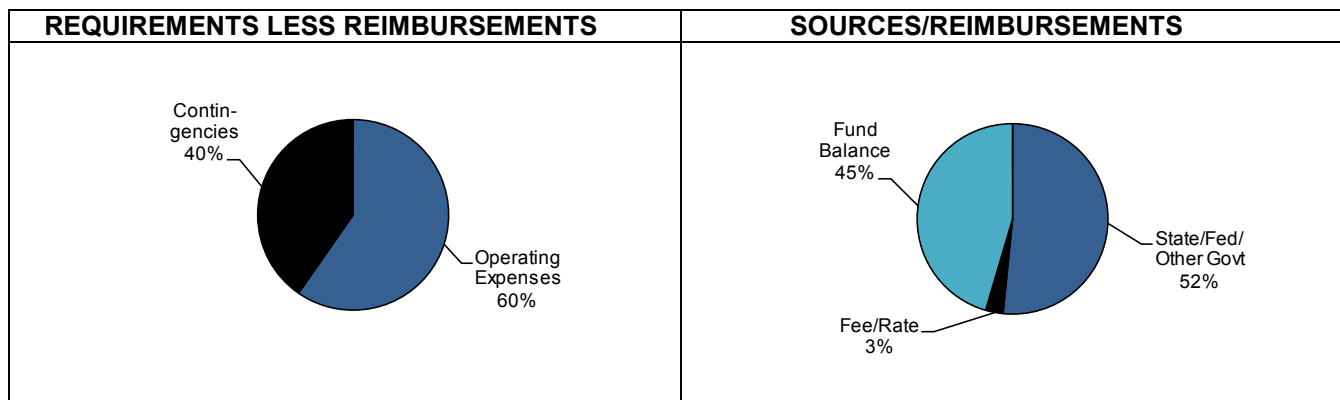
**Driving Under the Influence Program** as per Title 9, Division 4, Chapter 3, 9878 (m) of the State regulations and Health and Safety Code 11837.8 (a), the Department of Behavioral Health charges fees to privately owned and operated vendors for monitoring Penal Code (PC) 1000 and DUI programs. Supervision of these programs resides with the County as indicated by Vehicle Code Section 1660.7, which states that the supervision and regulation of the first offender program resides with the County. Fees collected from privately owned and operated DUI programs within the County are deposited into this fund. Funds are then transferred to the ADS unit, as needed, to meet the costs of staff assigned to this function. These funds can only be used for the cost of monitoring PC 1000 and DUI programs.

#### Budget at a Glance

Requirements Less Reimbursements*	\$20,916,399
Sources/Reimbursements	\$11,429,122
Fund Balance	\$9,487,277
Use of Fund Balance	\$1,055,396
Total Staff	0

\*Includes Contingencies

### 2014-15 ADOPTED BUDGET



**ANALYSIS OF 2014-15 ADOPTED BUDGET**

GROUP: Human Services  
 DEPARTMENT: Behavioral Health  
 FUND: Consolidated Special Revenue

BUDGET UNIT: Various  
 FUNCTION: Health and Sanitation  
 ACTIVITY: Hospital Care

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2013-14 Final Budget	2014-15 Adopted Budget	Change From 2013-14 Final Budget
<b>Requirements</b>							
Staffing Expenses	0	0	0	0	0	0	0
Operating Expenses	9,963,206	11,311,423	11,420,002	10,307,147	11,647,792	12,484,518	836,726
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	10,588,666	8,431,881	(2,156,785)
Total Exp Authority	9,963,206	11,311,423	11,420,002	10,307,147	22,236,458	20,916,399	(1,320,059)
Reimbursements	0	0	0	(11,054)	0	0	0
Total Appropriation	9,963,206	11,311,423	11,420,002	10,296,093	22,236,458	20,916,399	(1,320,059)
Operating Transfers Out	196,283	0	0	0	0	0	0
Total Requirements	10,159,489	11,311,423	11,420,002	10,296,093	22,236,458	20,916,399	(1,320,059)
<b>Sources</b>							
Taxes	0	0	0	0	0	0	0
Realignment	0	1,256,776	2,197,147	64,957	0	0	0
State, Fed or Gov't Aid	11,023,062	10,806,439	8,854,928	8,348,706	10,898,930	10,773,188	(125,742)
Fee/Rate	730,173	688,408	657,009	653,947	618,609	621,828	3,219
Other Revenue	89,225	56,135	137,806	50,541	53,701	34,106	(19,595)
Total Revenue	11,842,460	12,807,758	11,846,890	9,118,151	11,571,240	11,429,122	(142,118)
Operating Transfers In	0	0	0	0	0	0	0
Total Sources	11,842,460	12,807,758	11,846,890	9,118,151	11,571,240	11,429,122	(142,118)
Fund Balance					10,665,218	9,487,277	(1,177,941)
Budgeted Staffing					0	0	0

**DETAIL OF 2014-15 ADOPTED BUDGET**

	2014-15			
	Requirements	Sources	Fund Balance	Staffing
<b>Special Revenue Funds</b>				
Block Grant Carryover Program (Fund SDH)	18,117,606	10,801,188	7,316,418	0
Court Alcohol & Drug Program (Fund SDI)	2,155,237	419,713	1,735,524	0
Driving Under the Influence Program (Fund SDC)	643,556	208,221	435,335	0
Total Special Revenue Funds	20,916,399	11,429,122	9,487,277	0

**Block Grant Carryover Program** has requirements of \$18.1 million, which includes contingencies of \$5.9 million. Operating expenses of \$12.1 million primarily consists of transfers to the Department of Behavioral Health's general fund budget unit for salaries and benefits as well as services and supplies costs related to alcohol abuse prevention, education, and treatment in schools and the community. Sources of \$10.8 million are primarily from federal aid received through State Department of Health Care Services.

**Court Alcohol and Drug Program** has requirements of \$2.2 million, including contingencies of \$2.1 million. Operating expenses of \$65,357 are used to fund Alcohol and Drug Programs as needed. Sources of \$419,713 include fines collected from DUI offenders and interest revenue.

**Driving Under the Influence Program** has requirements of \$643,556, which includes contingencies of \$408,525. Operating expenses of \$235,031 fund the Alcohol and Drug Services general fund budget unit to cover salaries and benefits and other miscellaneous expenditures, and to monitor the DUI/Deferred for Entry of Judgment programs. Sources of \$208,221 include DUI fees paid by program providers and interest revenue.



## BUDGET CHANGES AND OPERATIONAL IMPACT

**Consolidated Special Revenue Funds** have requirements totaling \$20.9 million and include decreased contingencies of \$2.1 million (previously received Block Grant Funds). The decrease in requirements also reflects increased operating costs of \$836,726, associated with the expansion of Alcohol and Drug programs such as new assessment centers, sobering centers and CalWORKS. Costs of expansion include staffing, contractor services and overall operating expenses.

The \$125,742 reduction in State and Federal Aid represents a reduced Federal block grant award for the 2 year period ended October 2015. While funds were underspent in the previous year, this year's expanded activities will fully utilize the awarded funds.

Costs are incurred in Behavioral Health's budget unit and funds are transferred as needed from these Special Revenue funds to meet the costs of staff assigned to ADS programs.

## STAFFING CHANGES AND OPERATIONAL IMPACT

There is no budgeted staffing in these consolidated special revenue funds.



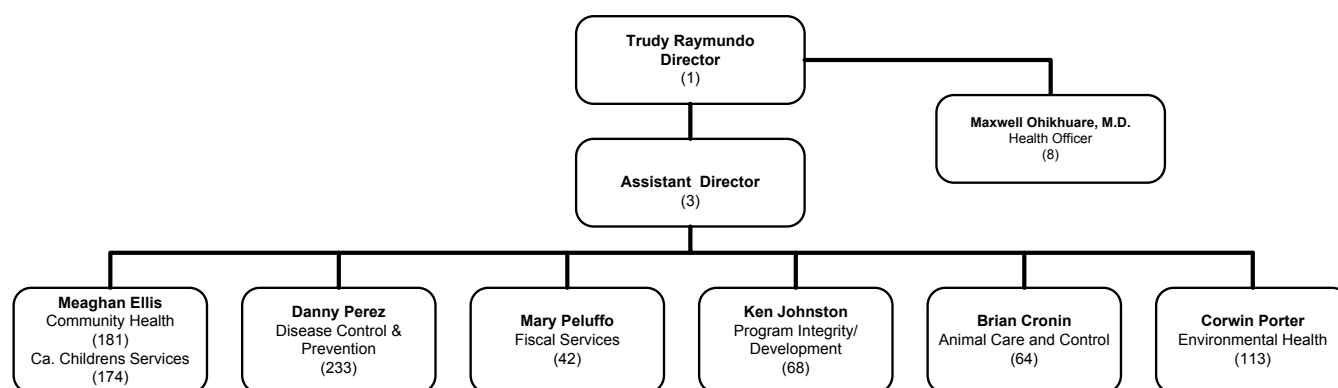
## PUBLIC HEALTH Trudy Raymundo

### DEPARTMENT MISSION STATEMENT

*The Department of Public Health provides community and preventive health services that promote and improve the health, safety and quality of life of San Bernardino County residents and visitors.*



### ORGANIZATIONAL CHART



### 2013-14 ACCOMPLISHMENTS

- The first Countywide multi-sectorial community health assessment was completed in November 2013. This was the result of two years of organization and work by the Community Vital Signs initiative, a community-driven effort to establish a framework to improve health and wellness in the County. Over 1,000 stakeholders from a multitude of sectors were engaged during the summer of 2013 to respond to key quality of life indicators. Six priority areas were identified with education, economy, and access to health care emerging as the top three.
- EHS developed an electronic plan submittal process for new construction of food facilities to provide greater flexibility and improve responsiveness to businesses. In addition, Environmental Health Services (EHS) received an award from the National Association of Counties (NACo) for its Online Food Worker Program.
- The Preparedness and Response Program transitioned Public Health's community-based annual Flu clinics into "Mass Vaccination Clinics" to achieve 2 goals:
  - Exercise for Pandemic Influenza and familiarize the community about where they should go in the event of a Public Health Emergency and
  - Save over \$60,000 in Net County Cost and use available State grant funds. As a result of these efforts, 24 Clinics were held throughout the County with over 1,300 vaccinations provided free of cost.
- The Ryan White Program worked diligently with all funded HIV Service Providers, with the HIV Planning Council, and the community to plan, prepare for, and implement the successful transition of over 2,000 patients receiving Ryan White funded HIV care to the Low Income Health Plans in San Bernardino and Riverside Counties. These transitioned clients are now receiving care as part of the new Medicaid Expansion population (under the Affordable Care Act).
- Community clinical operations credentialed seven of its providers with Inland Empire Health Plan to ensure continuity of care for patients upon implementation of Federal Healthcare Reform and Medicaid Expansion.
- EHS created a "Human Elements" booklet to educate all facets of our County on the significance of the role EHS plays in the community in protecting public health from disease and injury.



- The Animal Care and Control (ACC) Division partnered with 275 non-profit, private sector animal rescue organizations in 2012-13 to receive homeless animals from ACC shelters. This number increased significantly to 321 rescue group partners in FY 2013-14.
- EHS teamed up with the Sheriff's Departments' Aerial Surveillance Division to combat the threat of West Nile Virus transmission by identifying mosquito breeding swimming pools throughout the County. During the summer of 2013, the Sheriff's Department referred 256 green pools to Environmental Health for abatement, which reduced the mosquito population by millions.
- The Animal Care Joint Powers Authority (JPA) completed construction of the new \$3.9 million animal shelter facility located within the Town of Yucca Valley. The County and Town will jointly own the new shelter facility and the County, through the Department of Public Health, will contract with the Town to manage and operate the new facility.
- The Healthy Communities Program added Grand Terrace and Barstow to the "healthy city" network.

## COUNTY GOALS AND OBJECTIVES AND DEPARTMENT PERFORMANCE MEASURES

### COUNTY GOAL: IMPLEMENT THE COUNTYWIDE VISION

**Objective(s):** • *Continue the County role of convening conversations on community collaboration and collective action.*

**Department Strategy:** • *Public health serves as the staff liaison to the countywide Vision Project's Wellness Element Group which has initiated a multi-year community-driven process to identify priority areas for improving health and wellness. The department will continue to support and facilitate the development, implementation and evaluation of the Community Health Improvement Plan (CHIP).*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
Number of community meetings conducted	N/A	N/A	N/A	5
Complete the 2014-15 work plan for addressing community priorities of the Wellness Element Group of the Countywide Vision:				
- Develop CHIP Work Plan				
- Regional Maps identifying health resources (minimum of 5 regional maps)	N/A	N/A	N/A	100%
- Convening regional community meetings (number of attendees = 250)				
- Establish data metrics for evaluation of CHIP performance and to inform future decision making.				



**COUNTY GOAL: CREATE, MAINTAIN AND GROW JOBS AND ECONOMIC VALUE IN THE COUNTY**

- Objective(s):**
- *Utilize County programs and resources to support the local economy and maximize job creation.*
  - *Provide stable governmental leadership, consistent decision-making and efficient processing to inspire confidence in investors.*

- Department Strategy:**
- *Increase Health Education Liaison Program (HELP) consultations to businesses (restaurants) to promote food safety which leads to more successful businesses*
  - *Increase the potential number of health professionals in the County through a public health intern and extern program that provides participants with information and experience in a broad range of public health professions.*
  - *Implement relevant, high quality Public Health Leadership training to achieve an essential element of Public Health Accreditation and ensure stable departmental leadership into the future.*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
Number of HELP consultations	N/A	N/A	150	165
Number of post secondary student internships and/or ROP instructor externships	N/A	N/A	N/A	10
Attendance at department leadership training events	N/A	175	123	150

**COUNTY GOAL: OPERATE IN A FISCALLY-RESPONSIBLE AND BUSINESS-LIKE MANNER**

- Objective(s):**
- *Promote public/private collaboration and projects that help to meet the needs of county residents.*

- Department Strategy:**
- *Increase number of public/private collaborations with non-profit animal rescue group partners (corporations).*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
Number of Rescue Group Partners (RGPs)	N/A	N/A	273	286

**COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS**

- Objective(s):**
- *Maximize the utilization of Federal and State programs and funding to address the needs of County residents.*

- Department Strategy:**
- *Identify opportunities to transition clients to medical care payment sources that relieve dependence on decreasing and volatile categorical or local funds, thereby ensuring greater sustainability and stability in the department's ability to provide for the health care needs of county residents.*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
Medical care clients currently receiving HIV related care through federal Ryan White funding, transitioned to other payment sources.	N/A	N/A	N/A	243



**COUNTY GOAL: IMPROVE COUNTY GOVERNMENT OPERATIONS**

**Objective(s):** • *Monitor and evaluate operations and implement strategies to continually improve efficiency and effectiveness.*

**Department Strategy:** • *Achieve and Maintain National Accreditation, through the Public Health Accreditation Board (PHAB), to ensure that the department continues to focus on quality and performance improvement, transparency and accountability to all stakeholders and funders, and maintains the capacity to deliver the three core public health functions and ten essential services.*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
Complete all pre-accreditation activities:				
- Complete the development of a Countywide Health Improvement Plan				
- Complete a department Strategic Plan				
- Completion of PHAB orientation for all executive and key leadership staff				
- Submit a Statement of Intent to apply to PHAB	N/A	N/A	N/A	100%
- Complete initial collection of documentation required by the PHAB Standards and Measures and complete gap analysis				
- Develop department marketing strategy to inform, educate and motivate department staff regarding the importance of accreditation				

**SUMMARY OF BUDGET UNITS**

	2014-15					
	Requirements	Sources	Net County Cost	Fund Balance	Net Budget	Staffing
<b><u>General Fund</u></b>						
Public Health	79,432,808	75,220,029	4,212,779			713
California Children's Services	21,359,774	16,673,628	4,686,146			174
Indigent Ambulance	472,501	0	472,501			0
Total General Fund	101,265,083	91,893,657	9,371,426			887
<b><u>Special Revenue Funds</u></b>						
Special Revenue Funds - Consolidated	7,732,157	4,000,984		3,731,173		0
Total Special Revenue Funds	7,732,157	4,000,984		3,731,173		0
<b>Total - All Funds</b>	108,997,240	95,894,641	9,371,426	3,731,173	0	887





**5-YEAR REQUIREMENTS TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Public Health	63,168,103	63,651,180	73,731,861	79,833,370	79,432,808
California Children's Services	15,433,361	15,876,479	19,624,434	21,124,770	21,359,774
Indigent Ambulance	472,501	472,501	472,501	472,501	472,501
Bio-Terrorism Preparedness	2,693,613	2,820,063	3,529,484	2,789,284	1,955,113
H1N1 Preparedness	1,426,622	277,799	0	0	0
Tobacco Use Reduction Now	417,499	405,662	368,227	210,631	207,764
Vital Statistics State Fees	748,908	810,131	903,521	979,313	957,414
Vector Control Assessments	3,663,669	3,650,836	3,853,544	4,220,097	4,611,866
<b>Total</b>	<b>88,024,276</b>	<b>87,964,651</b>	<b>102,483,572</b>	<b>109,629,966</b>	<b>108,997,240</b>

**5-YEAR SOURCES TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Public Health	59,431,460	60,077,328	69,906,009	75,570,548	75,220,029
California Children's Services	11,472,950	12,879,123	15,019,432	16,335,156	16,673,628
Indigent Ambulance	0	0	0	0	0
Bio-Terrorism Preparedness	2,550,022	2,289,763	2,638,317	2,531,768	1,953,502
H1N1 Preparedness	12,935	134,630	0	0	0
Tobacco Use Reduction Now	417,148	336,371	310,406	194,836	180,402
Vital Statistics State Fees	145,619	134,094	142,340	133,685	132,970
Vector Control Assessments	1,716,523	1,677,215	1,649,319	1,693,537	1,734,110
<b>Total</b>	<b>75,746,657</b>	<b>77,528,524</b>	<b>89,665,823</b>	<b>96,459,530</b>	<b>95,894,641</b>

**5-YEAR NET COUNTY COST TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Public Health	3,736,643	3,573,852	3,825,852	4,262,822	4,212,779
California Children's Services	3,960,411	2,997,356	4,605,002	4,789,614	4,686,146
Indigent Ambulance	472,501	472,501	472,501	472,501	472,501
<b>Total</b>	<b>8,169,555</b>	<b>7,043,709</b>	<b>8,903,355</b>	<b>9,524,937</b>	<b>9,371,426</b>

**5-YEAR FUND BALANCE TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Bio-Terrorism Preparedness	143,591	530,300	891,167	257,516	1,611
H1N1 Preparedness	1,413,687	143,169	0	0	0
Tobacco Use Reduction Now	351	69,291	57,821	15,795	27,362
Vital Statistics State Fees	603,289	676,037	761,181	845,628	824,444
Vector Control Assessments	1,947,146	1,973,621	2,204,225	2,526,560	2,877,756
<b>Total</b>	<b>4,108,064</b>	<b>3,392,418</b>	<b>3,914,394</b>	<b>3,645,499</b>	<b>3,731,173</b>



## Public Health

### DESCRIPTION OF MAJOR SERVICES

The Department of Public Health provides a wide range of services to prevent diseases and improve the health, safety and quality of life for residents and visitors of San Bernardino County. Many services are mandated by California Health and Safety Code.

Key delivery areas include Community Health, Disease Control and Prevention, Environmental Health, Health Policy and Promotion, and Animal Care and Control. Community Health provides health care services that promote and improve the health of County residents and visitors, and assures the quality and accessibility of health care services to the public by providing clinical services through a network of Federally Qualified Health Centers and Public Health Clinics. Disease Control and Prevention provides for surveillance and prevention of communicable diseases, including tuberculosis, HIV and other transmitted diseases, and provision of immunizations to prevent disease. Environmental Health prevents, eliminates, or reduces hazards adversely affecting health, safety and quality of life through integrated, regulatory programs such as Food Protection, Vector Control, and other Land Use/Water Protection programs. Health Policy and Promotion partners with cities, organizations and communities to provide technical assistance and promote healthy lifestyles through a broad range of policy development, systems change, built environment planning, and health education. Animal Care and Control protects the public from rabies through dog vaccinations, stray animal abatement, wildlife rabies surveillance, and public education.

In addition, as a complement to the Wellness component of the County Visioning process, the Department will continue its current Community Vital Signs Initiative. This initiative is intended to be a community health improvement framework jointly developed by San Bernardino County residents, organizations and government. It builds upon the Countywide Vision by setting evidence-based goals and priorities for action that encompass policy, education, environment, and systems change in addition to quality, affordable and accessible health care and prevention services. It provides the basis for aligning and leveraging resources and efforts by diverse agencies, organizations and institutions to empower the community to make healthy choices, thereby improving the overall health and well-being of the County's residents.

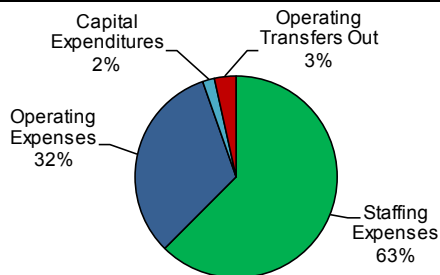
#### Budget at a Glance

Requirements Less Reimbursements*	\$89,411,077
Sources/Reimbursements	\$85,198,298
Net County Cost	\$4,212,779
Total Staff	713
Funded by Net County Cost	5%

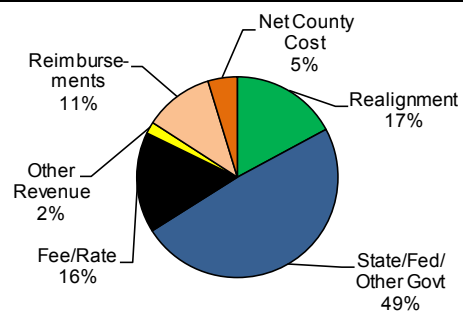
\*Includes Contingencies

### 2014-15 ADOPTED BUDGET

#### REQUIREMENTS LESS REIMBURSEMENTS



#### SOURCES/REIMBURSEMENTS



## BUDGETED STAFFING

STAFFING ANALYSIS					5-YEAR STAFFING TREND				
Authorized Positions	2012-13 Final	2013-14 Adopted	2013-14 Final	2014-15 Adopted					
Regular	721	694	696	685					
Limited Term	16	13	17	28					
Total	737	707	713	713					
Staffing Expenses	\$57,587,570	\$56,423,231	\$57,412,079	\$55,849,344					

## ANALYSIS OF 2014-15 ADOPTED BUDGET

GROUP: Human Services  
DEPARTMENT: Public Health  
FUND: General

BUDGET UNIT: AAA PHL  
FUNCTION: Health and Sanitation  
ACTIVITY: Health

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2013-14 Final Budget	2014-15 Adopted Budget	Change From 2013-14 Final Budget
<b>Requirements</b>							
Staffing Expenses	47,808,678	49,360,670	50,290,287	51,399,550	57,412,079	55,849,344	(1,562,735)
Operating Expenses	26,784,393	24,837,448	24,715,779	26,870,635	32,134,275	28,769,244	(3,365,031)
Capital Expenditures	514,936	99,796	190,916	223,783	1,518,867	1,698,361	179,494
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	75,108,007	74,297,914	75,196,982	78,493,968	91,065,221	86,316,949	(4,748,272)
Reimbursements	(12,107,264)	(10,690,494)	(9,030,219)	(9,392,706)	(11,231,851)	(9,978,269)	1,253,582
Total Appropriation	63,000,743	63,607,420	66,166,763	69,101,262	79,833,370	76,338,680	(3,494,690)
Operating Transfers Out	139,241	(8,644)	29,700	0	0	3,094,128	3,094,128
Total Requirements	63,139,984	63,598,776	66,196,463	69,101,262	79,833,370	79,432,808	(400,562)
<b>Sources</b>							
Taxes	565	588	638	585	5,000	0	(5,000)
Realignment	9,970,809	11,058,864	10,638,234	14,250,797	15,485,346	15,304,571	(180,775)
State, Fed or Gov't Aid	33,989,349	34,181,781	33,267,521	34,309,986	44,085,987	43,749,766	(336,221)
Fee/Rate	13,873,892	13,676,547	15,659,730	14,939,918	14,442,808	14,482,349	39,541
Other Revenue	1,094,505	1,158,535	2,704,925	1,225,085	1,391,407	1,559,143	167,736
Total Revenue	58,929,120	60,076,315	62,271,048	64,726,371	75,410,548	75,095,829	(314,719)
Operating Transfers In	474,719	1,419	110,093	136,913	160,000	124,200	(35,800)
Total Sources	59,403,839	60,077,734	62,381,141	64,863,284	75,570,548	75,220,029	(350,519)
Net County Cost	3,736,145	3,521,042	3,815,322	4,237,978	4,262,822	4,212,779	(50,043)
Budgeted Staffing					713	713	0

## MAJOR EXPENDITURES AND REVENUE IN 2014-15 ADOPTED BUDGET

Staffing expenses of \$55.8 million fund 713 positions. These positions staff 8 medical clinics, 17 Women, Infants and Children (WIC) clinics, and 2 animal shelters, as well as multiple outlying County-owned sites performing environmental health inspections, home visits and animal control staff canvassing. Operating expenses of \$28.8 million include services and supplies, travel, and reimbursements to other County departments.

State and Federal Aid and Realignment comprise 79% of the total sources for this budget unit with the remaining 21% consisting of fees, other revenue and operating transfers in.



## BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements are decreasing by \$400,562 as a result of the following: Staffing expenses are decreasing by \$1.6 million primarily due to the deletion of regular positions and the addition of limited term positions. Operating expenses are decreasing by \$3.4 million primarily due to the Capital Development – Building Capacity grant being shifted to the operating transfers out category. Capital expenditures are increasing by \$179,494 for the purchase of Electronic Health Record software. Reimbursements are decreasing by \$1.2 million primarily due to reduced Bio-Terrorism Special Revenue fund cost reimbursements. Operating transfers out in the amount of \$3.1 million has been budgeted in 2014-15 for payments to Architecture and Engineering for the expansion of the Hesperia Health Center.

## STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$55.8 million fund 713 budgeted positions of which 685 are regular positions and 28 are limited term positions. The 2014-15 budget includes the deletion of 18 vacant positions, the addition of 18 new positions and reclassification of 2 positions. Deletions are: 1 Office Specialist, 1 PH Program Coordinator, 1 Staff Analyst II, 1 Vector Control Technician, 1 Animal License Checker, 1 Health Education Specialist II, 1 Registered Nurse II, 1 PH Microbiologist II, 4 PH Physicians I, 2 Health Services Assistants I, 2 Nutritionists, 1 Office Assistant III, and 1 Contract Physician Assistant. The new positions are: 1 Fiscal Assistant, 1 Accountant III, 1 Public Health Manager, 1 PH Physician II, 1 Administrative Supervisor I, 1 Supervising Health Services Assistant, 1 Contract Physician Assistant, and 11 Public Service Employees. The reclassifications are: Staff Analyst II to Accountant III and Environmental Technician II to Environmental Technician I. The department expects the staffing changes to increase efficiencies in operations.

## 2014-15 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Director	1	0	1	1	0	0	1
Health Officer	7	1	8	6	1	1	8
Assistant Director	3	0	3	2	1	0	3
Community Health	179	2	181	154	26	1	181
Disease Control & Prevention	228	5	233	220	11	2	233
Fiscal Services	42	0	42	39	1	2	42
Program Integrity / Development	68	0	68	63	4	1	68
Animal Care and Control	64	0	64	63	1	0	64
Environmental Health	93	20	113	90	12	11	113
Total	685	28	713	638	57	18	713

Director	Health Officer	Assistant Director
<u>Classification</u>	<u>Classification</u>	<u>Classification</u>
1 Public Health Director	1 Health Officer	1 Assistant Director of Public Health
1 Total	1 Executive Secretary II	1 Executive Secretary II
	1 Public Health Medical Director	1 Secretary I
	4 Public Health Physician II	3 Total
	1 Contract Public Health Physician	
	8 Total	



**Community Health**Classification

1	Chief Comm Health and Nursing Svcs
1	Deputy Chief of Community Hlth Svcs
2	Public Health Program Manager
2	Public Health Program Coordinator
1	Administrative Supervisor I
1	Public Health Nurse Manager
5	Clinic Supervisor - PH
1	Clinical Therapist I
2	Contract Physician Assistant
28	Health Services Assistant I
16	Licensed Vocational Nurse II
2	Medical Records Coder I
8	Nurse Practitioner II
39	Public Health Nurse II
1	Radiologic Technologist I
19	Registered Nurse II - PH
4	Supervising Public Health Nurse
1	Supervising Office Specialist
4	Supervising Office Assistant
2	Secretary I
6	Office Assistant III
34	Office Assistant II
1	Fiscal Assistant
181	Total

**Disease Control & Prevention**Classification

1	Division Chief, Disease Control
1	PH Program Manager Laboratory
3	Public Health Program Manager
5	Public Health Program Coordinator
1	Administrative Supervisor I
1	Clinic Supervisor - PH
9	Communicable Disease Investigator
1	Contract IEHIVPC Liaison
2	Fiscal Assistant
2	Fiscal Specialist
100	Health Services Assistant I
5	Health Services Assistant II
4	Laboratory Assistant
1	Licensed Vocational Nurse II
4	Medical Emer. Planning Specialist
24	Nutritionist
15	Office Assistant II
3	Office Assistant III
1	Office Specialist
2	Program Specialist I
3	Public Health Epidemiologist
1	Public Health Laboratory Tech
5	Microbiologist II
3	Microbiologist III
3	Registered Nurse II - PH
3	Secretary I
2	Staff Analyst II
1	Storekeeper
14	Supervising Health Svcs Assistant
1	Supervising Office Assistant
1	Supervising Office Specialist
1	Supervising Public Hlth Microbiologist
6	Supervising Public Hlth Nutritionist
4	Public Service Employee
233	Total

**Fiscal Services**Classification

1	Public Health Chief Financial Officer
1	Public Health Program Manager
1	Administrative Manager
1	Administrative Supervisor I
1	Supervising Accountant III
1	Supervising Accountant II
1	Systems Accountant II
4	Staff Analyst II
1	Staff Analyst I
4	Accountant III
4	Accountant II
1	Accounting Technician
2	Payroll Specialist
3	Fiscal Specialist
2	Fiscal Assistant
4	Office Assistant II
5	Office Assistant III
1	Office Assistant IV
2	Secretary II
2	Storekeeper
42	Total

**Program Integrity/Development**Classification

1	Div Chief, Prgm Integrity & Development
1	Public Health Program Manager
1	Business Application Manager
1	Business Systems Analyst III
2	Business Systems Analyst II
1	Business Systems Analyst I
11	Automated Systems Analyst I
1	Automated Systems Analyst II
2	Supervising Auto Systems Analyst II
2	Public Health Program Coordinator
1	Supervising Hlth Education Specialist
1	Supervising Prog. Specialist
4	Health Education Assistant
19	Health Education Specialist I
8	Health Education Specialist II
3	Health Services Assistant I
1	Office Assistant II
2	Office Assistant III
1	Program Specialist I
2	Staff Analyst II
3	Statistical Analyst
68	Total

**Animal Care and Control**Classification

1	Chief of Animal Care & Control
1	PH Program Manager Animal Care
3	Supervising Animal Control Officer II
4	Supervising Animal Control Officer I
28	Animal Control Officer
2	Animal Health Investigator
6	Animal License Checker
1	Fiscal Assistant
4	General Services Worker II
8	Office Assistant II
3	Office Assistant III
2	Office Assistant IV
1	Registered Veterinary Technician
64	Total

**Environmental Health**Classification

1	Chief Environmental Health Services
2	PH Program Mngr Environmental Hlth
1	Administrative Supervisor I
8	Supervising Env. Hlth Specialist
10	Environmental Health Spec III
40	Environmental Health Spec II
1	Environmental Technician II
5	Environmental Technician I
1	Vector Control Technician II
7	Vector Control Technician I
1	Supervising Office Assistant I
1	Supervising Office Specialist
1	Fiscal Specialist
2	Fiscal Assistant
10	Office Assistant III
2	Secretary I
20	Public Service Employee
113	Total



## California Children's Services

### DESCRIPTION OF MAJOR SERVICES

California Children's Services (CCS) is a state program that provides case management, diagnosis and treatment services to individuals up to 21 years of age with severe qualifying medical conditions and whose families are unable to pay for all or part of the care. State law requires the County to maintain a mandated minimum funding level. In addition to realignment dollars and the County's mandated contribution, funding also comes from Medi-Cal, private insurance and patient co-payments.

#### Budget at a Glance

Requirements Less Reimbursements*	\$21,359,774
Sources/Reimbursements	\$16,673,628
Net County Cost	\$4,686,146
Total Staff	174
Funded by Net County Cost	22%
*Includes Contingencies	

The revenue breakdown among federal, state, realignment and County general fund support depends on the type of services provided under this program. This program provides two types of services.

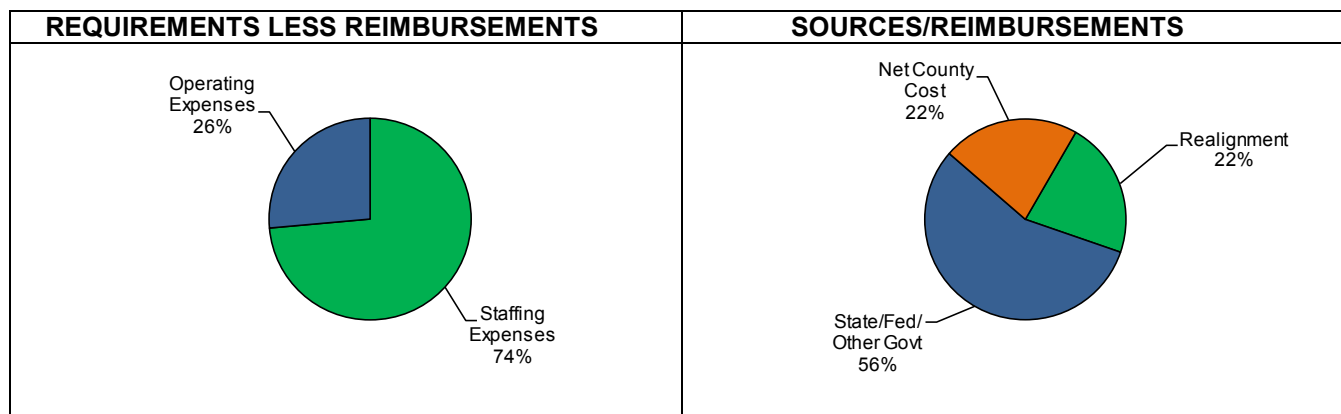
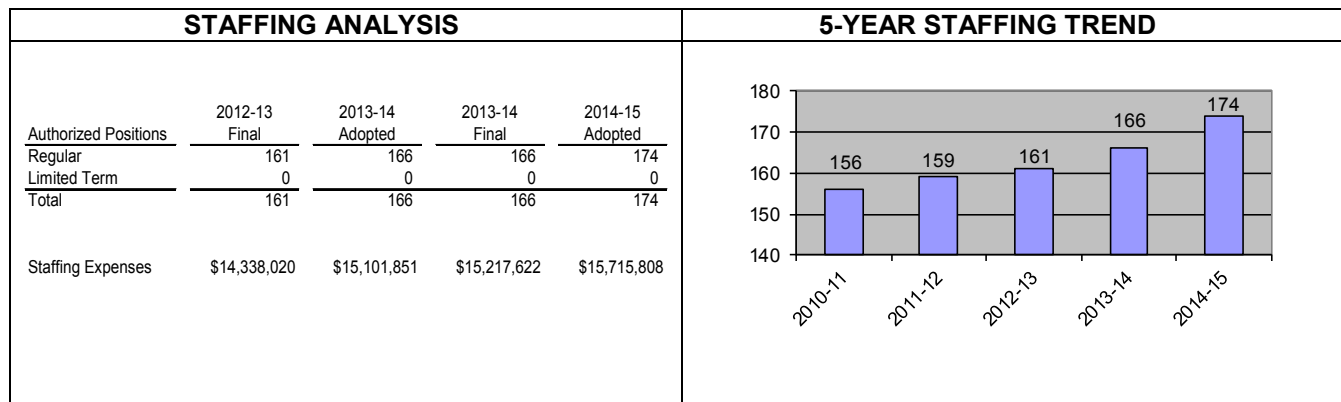
1. Administrative Component – Case Management activities that include determining program eligibility, evaluating needs for specific services, determining the appropriate providers, and authorizing/paying for medically necessary care. Reimbursement for administrative and operational costs for county CCS programs is shared between the state and county programs as per Health and Safety Code Section 123955 (a). Administrative funding was previously based on staffing standards and caseload mix of CCS clients; however, since 2008-09 the state has changed the funding methodology. All counties must provide the state with a projected budget based on filling all positions as determined by the staffing standards. The state determines what percentage each county's projected budget is of the total amount budgeted by all counties. The percentage is applied to the total allocation available from the state for the fiscal year which may change the actual reimbursement rate normally expected on the caseload numbers below.

Caseload percentages are as follows:

- Medi-Cal caseload percentage is 79.94%. Federal and state funds reimburse CCS for 100% of the costs.
- Healthy Families/TLICP (Targeted Low Income Children's Program) accounts for 12.62% of the caseload. This federal and state program pays 82.5% of the costs. The remaining 17.5% local share is equally funded by Social Services Realignment (8.75%) and general fund support (8.75%) and is billed to CCS on a quarterly basis.
- CCS or Non-Medi-Cal caseload accounts for approximately 7.44%. Federal and state funds pay for 50% of the costs associated with treating this clientele. The remaining 50% is split equally between Social Services Realignment (25%) and general fund support (25%).

2. Medical Therapy Component – Provides physical therapy, occupational therapy and medical therapy conference services. Licensed physical therapists and certified occupational therapists provide evaluation, treatment, consultation services and case management. The state reimburses the County 50% of the costs incurred by this program up to the allocated amount prescribed by the state. The remaining 50% is equally funded by Social Services Realignment and County general fund support. Additionally, this program is allowed to bill Medi-Cal for therapy provided to Medi-Cal eligible clients. This revenue is split 75% state and 25% county. Approximately 48% of the caseload in the medical therapy component is Medi-Cal eligible. The state also reimburses approximately \$80,000 at 100% for personnel costs while attending individualized educational programs per California AB3632.



**2014-15 ADOPTED BUDGET****BUDGETED STAFFING**

## ANALYSIS OF 2014-15 ADOPTED BUDGET

GROUP: Human Services  
DEPARTMENT: Public Health - California Children's Services  
FUND: General

BUDGET UNIT: AAA CCS  
FUNCTION: Health and Sanitation  
ACTIVITY: Hospital Care

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2013-14 Final Budget	2014-15 Adopted Budget	Change From 2013-14 Final Budget
<b>Requirements</b>							
Staffing Expenses	11,418,424	12,260,623	13,030,035	13,805,909	15,217,622	15,715,808	498,186
Operating Expenses	4,018,979	3,630,654	3,938,544	4,151,263	5,899,105	5,643,966	(255,139)
Capital Expenditures	0	6,912	163,524	0	8,043	0	(8,043)
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	15,437,403	15,898,189	17,132,103	17,957,172	21,124,770	21,359,774	235,004
Reimbursements	(4,042)	(21,712)	(1,871)	0	0	0	0
Total Appropriation	15,433,361	15,876,477	17,130,232	17,957,172	21,124,770	21,359,774	235,004
Operating Transfers Out	0	0	0	0	0	0	0
Total Requirements	15,433,361	15,876,477	17,130,232	17,957,172	21,124,770	21,359,774	235,004
<b>Sources</b>							
Taxes	0	0	0	0	0	0	0
Realignment	3,342,732	2,997,355	2,821,859	2,624,095	4,673,843	4,686,146	12,303
State, Fed or Gov't Aid	8,659,332	9,871,730	11,110,592	12,545,014	11,645,313	11,973,482	328,169
Fee/Rate	12,320	9,675	13,472	14,779	14,000	14,000	0
Other Revenue	76,245	362	182,114	149,189	2,000	0	(2,000)
Total Revenue	12,090,629	12,879,122	14,128,037	15,333,077	16,335,156	16,673,628	338,472
Operating Transfers In	0	0	0	0	0	0	0
Total Sources	12,090,629	12,879,122	14,128,037	15,333,077	16,335,156	16,673,628	338,472
Net County Cost	3,342,732	2,997,355	3,002,195	2,624,095	4,789,614	4,686,146	(103,468)
Budgeted Staffing					166	174	8

## MAJOR EXPENDITURES AND REVENUE IN 2014-15 ADOPTED BUDGET

Staffing expenses of \$15.7 million fund 174 budgeted positions and make up the majority of the expenditures within this budget unit. Operating expenses include payments to the state and other providers for treatment costs and medical supplies.

## BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements are increasing by \$235,004 which includes an increase of \$498,186 in staffing expenses to accommodate an additional 8 positions and a net decrease of operating expenses of \$255,139. Operating expense changes are made up of reductions in professional services, equipment purchases, capital expenditure requirements for improvements, travel and overhead transfers from Public Health, offset with increased lease expense at the new Ontario facility and increased Information Services costs.

## STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$15.7 million fund 174 budgeted regular positions. The budget includes the addition of 2 Public Health Nurses II, 1 Supervising Public Health Nurse, 1 Social Services Practitioner, 1 Office Assistant II, 2 Office Specialists and the addition of a job share position for a Pediatric Rehabilitation Therapist. A combination of caseload growth and a need to address lower than State standard staffing related to the previous economic downturn accounts for the additional resources.





**2014-15 POSITION SUMMARY**

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
California Children's Services	174	0	174	153	13	8	174
Total	174	0	174	153	13	8	174

**California Children's Services**Classification

1	CCS Phys Consultant I
1	CCS Phys Consultant II
1	Fiscal Assistant
3	Medical Therapy Specialist
2	Occupational Therapy Assistant
18	Office Assistant II
13	Office Assistant III
31	Office Specialist
41	Pediatric Rehab Therapist
1	PH Program Manager
4	Physical Therapist Assistant
1	PH Program Coordinator
28	Public Health Nurse II
6	Rehab Services Aide
1	Secretary I
1	Social Service Practitioner
4	Social Worker II
1	Supervising Office Assistant
3	Supervising Office Specialist
8	Supervising Pediatric Rehab Therapist I
1	Supervising Pediatric Rehab Therapist II
3	Supervising Public Health Nurse
1	Supervising Social Worker
174	Total



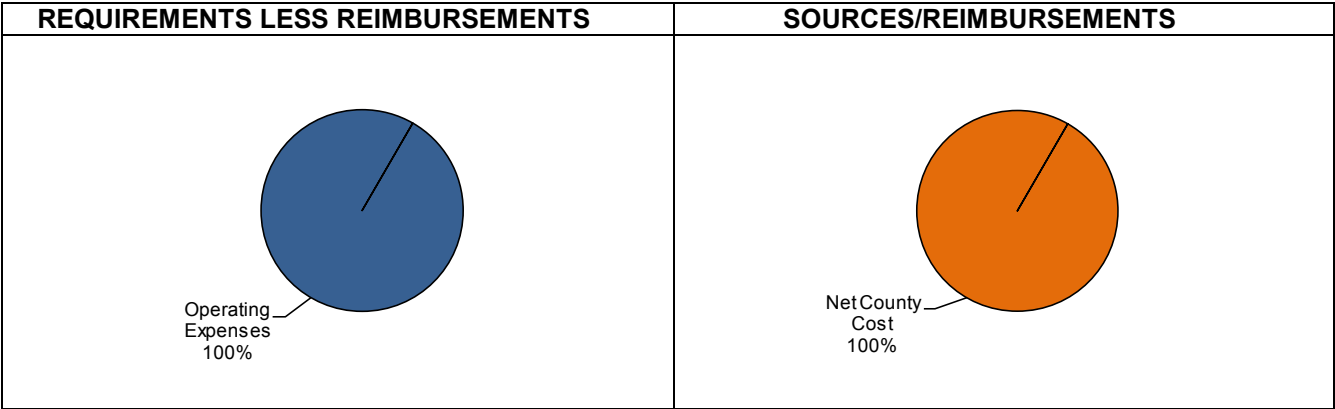
## Indigent Ambulance

### DESCRIPTION OF MAJOR SERVICES

This budget unit provides funding for ambulance contractors who transport indigents to the Arrowhead Regional Medical Center or the closest hospital under certain life-threatening situations. Up to the extent of available appropriation, the fund also pays for the Sheriff/Coroner/Public Administrator's cost of transportation of inmates for medical treatment. The requirements in this budget unit are maintained at a constant level.

Budget at a Glance	
Requirements Less Reimbursements*	\$472,501
Sources/Reimbursements	\$0
Net County Cost	\$472,501
Total Staff	0
Funded by Net County Cost	100%
*Includes Contingencies	

### 2014-15 ADOPTED BUDGET



## ANALYSIS OF 2014-15 ADOPTED BUDGET

GROUP: Human Services  
DEPARTMENT: Public Health - Indigent Ambulance  
FUND: General

BUDGET UNIT: AAA EMC  
FUNCTION: Health and Sanitation  
ACTIVITY: Hospital Care

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2013-14 Final Budget	2014-15 Adopted Budget	Change From 2013-14 Final Budget
<b>Requirements</b>							
Staffing Expenses	0	0	0	0	0	0	0
Operating Expenses	472,501	472,501	472,501	472,501	472,501	472,501	0
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	472,501	472,501	472,501	472,501	472,501	472,501	0
Reimbursements	0	0	0	0	0	0	0
Total Appropriation	472,501	472,501	472,501	472,501	472,501	472,501	0
Operating Transfers Out	0	0	0	0	0	0	0
Total Requirements	472,501	472,501	472,501	472,501	472,501	472,501	0
<b>Sources</b>							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	0	0	0	0	0	0	0
Fee/Rate	0	0	0	0	0	0	0
Other Revenue	0	0	0	0	0	0	0
Total Revenue	0	0	0	0	0	0	0
Operating Transfers In	0	0	0	0	0	0	0
Total Sources	0	0	0	0	0	0	0
Net County Cost	472,501	472,501	472,501	472,501	472,501	472,501	0
				Budgeted Staffing	0	0	0

## MAJOR EXPENDITURES AND REVENUE IN 2014-15 ADOPTED BUDGET

All expenditures are for transportation of indigent patients for medical treatment.

## BUDGET CHANGES AND OPERATIONAL IMPACT

There are no changes to this budget unit.

## STAFFING CHANGES AND OPERATIONAL IMPACT

There is no staffing associated with this budget unit.



## Special Revenue Funds - Consolidated

### DESCRIPTION OF MAJOR SERVICES

**Bio-Terrorism Preparedness** is supported by federal and state funding from the Centers for Disease Control, Pandemic Influenza and Cities Readiness Initiative. Funds support the Department's preparedness for and response to emergencies caused by bioterrorism, infectious disease, natural disasters and other public health threats such as Pandemic Influenza through the development and exercising of comprehensive public health emergency preparedness and response plans.

#### Budget at a Glance

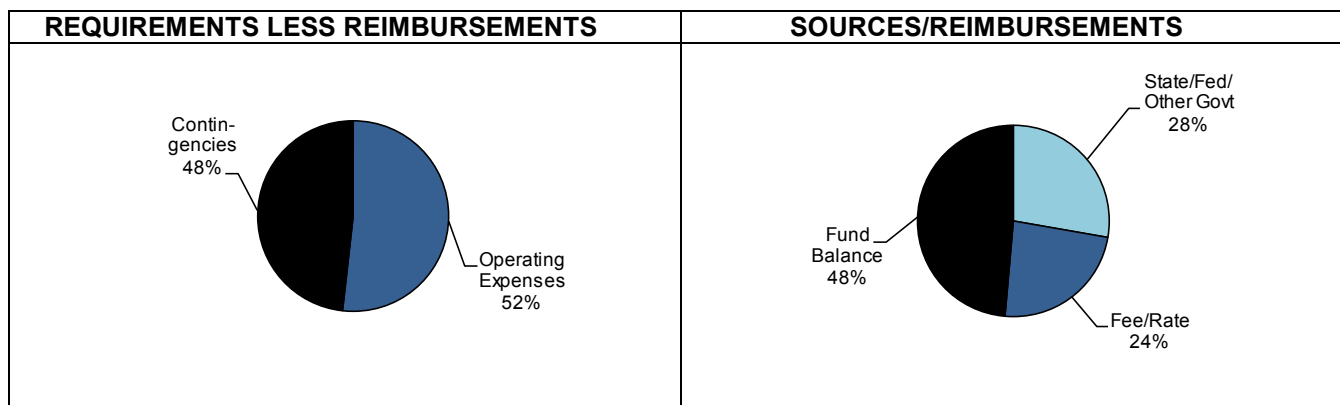
Requirements Less Reimbursements*	\$7,732,157
Sources/Reimbursements	\$4,000,984
Fund Balance	\$3,731,173
Use of Fund Balance	\$2,983
Total Staff	0
*Includes Contingencies	

**Tobacco Use Reduction Now (TURN)** program was established in 1989 after California voters approved Prop 99, the Tobacco Tax and Health Protection Act of 1988. Twenty percent of these revenues were earmarked for health education programs in the community and in schools, to prevent and reduce tobacco use. The program provides tobacco control and educational services to the residents of the County. The primary goals of the TURN program are to reduce exposure to secondhand smoke, reduce youth access to tobacco products, counteract the influence of tobacco advertising, promote tobacco cessation and collaborate with various community based organizations through the Coalition for a Tobacco Free San Bernardino County.

**Vital Statistics State Fees** holds fees set by the state which are collected from the sale of birth and death certificates. Per Health and Safety Code 103625, all applicants for birth and death certificates shall pay an additional \$3, to be collected by the County, which is then disbursed 45% to the State Registrar and the remaining 55% retained by the Department. The funds may be used to defray the administrative costs of collecting and reporting with respect to those fees but also to improve and/or modernize vital records operations and data collection and analysis.

**Vector Control Assessments** funding is received via the property tax roll and is dedicated for vector control services. The assessments are levied against parcels within the unincorporated parts of the County and the amount assessed depends upon the level of improvement on a given parcel. Services provided by the Vector Control Program include responding to citizen compliant/service requests for community control of vectors. Additional services include monitoring for the presence of vector borne diseases, inspecting poultry ranches, dairies and riding academies for nuisance flies and other vectors and direct abatement and control of vectors in sanitary sewer systems, flood control channels and basins.

### 2014-15 ADOPTED BUDGET



## ANALYSIS OF 2014-15 ADOPTED BUDGET

GROUP: Human Services  
DEPARTMENT: Public Health  
FUND: Consolidated Special Revenue

BUDGET UNIT: Various  
FUNCTION: Health & Sanitation  
ACTIVITY: Health

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2013-14 Final Budget	2014-15 Adopted Budget	Change From 2013-14 Final Budget
<b>Requirements</b>							
Staffing Expenses	0	0	0	0	0	0	0
Operating Expenses	5,558,287	4,055,350	4,283,291	4,220,178	4,909,393	4,003,967	(905,426)
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	3,289,932	3,728,190	438,258
Total Exp Authority	5,558,287	4,055,350	4,283,291	4,220,178	8,199,325	7,732,157	(467,168)
Reimbursements	0	0	0	0	0	0	0
Total Appropriation	5,558,287	4,055,350	4,283,291	4,220,178	8,199,325	7,732,157	(467,168)
Operating Transfers Out	0	0	0	0	0	0	0
Total Requirements	5,558,287	4,055,350	4,283,291	4,220,178	8,199,325	7,732,157	(467,168)
<b>Sources</b>							
Taxes	1,696,190	28,615	31,605	36,707	28,944	39,636	10,692
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	2,956,507	2,753,994	2,184,890	271,443	2,724,604	2,131,096	(593,508)
Fee/Rate	139,080	1,771,410	1,778,514	3,984,125	1,783,451	1,815,311	31,860
Other Revenue	43,383	23,308	19,385	13,576	16,827	14,941	(1,886)
Total Revenue	4,835,160	4,577,327	4,014,394	4,305,851	4,553,826	4,000,984	(552,842)
Operating Transfers In	0	0	0	0	0	0	0
Total Sources	4,835,160	4,577,327	4,014,394	4,305,851	4,553,826	4,000,984	(552,842)
Fund Balance					3,645,499	3,731,173	85,674
Budgeted Staffing					0	0	0

## DETAIL OF 2014-15 ADOPTED BUDGET

2014-15				
	Requirements	Sources	Fund Balance	Staffing
<b>Special Revenue Funds</b>				
Bio-Terrorism Preparedness (Fund RPL)	1,955,113	1,953,502	1,611	0
Tobacco Use Reduction Now (Fund RSP)	207,764	180,402	27,362	0
Vital Statistics State Fees (Fund SCI)	957,414	132,970	824,444	0
Vector Control Assessments (Fund SNR)	4,611,866	1,734,110	2,877,756	0
Total Special Revenue Funds	7,732,157	4,000,984	3,731,173	0

**Bio-terrorism Preparedness:** Requirements of \$2.0 million include \$1.9 million in transfers to the department's general fund budget unit for the costs of the department's Preparedness and Response Program and \$50,000 in contingencies for future allocation. Sources of 2.0 million are primarily from federal aid.

**Tobacco Use Reduction Now:** Requirements of \$207,764 include \$195,460 in transfers to the department's general fund budget unit for the costs of the Tobacco Use Reduction Now activities and \$12,304 in contingencies for future allocation. Sources of \$180,402 are primarily from state aid.

**Vital Statistics State Fees:** Requirements of \$957,414 include \$200,008 in transfers to the department's general fund budget unit for the costs of improvement/modernization of the vital records systems and operations and \$757,406 in contingencies for future allocation. Sources of \$132,970 are primarily vital statistic fees set by the state.

**Vector Control Assessment:** Requirements of \$4.6 million include \$1.6 million in transfers to the department's general fund budget unit for the operation of the Vector Control program and \$3.0 million in contingencies for future allocation. Sources of \$1.7 million are primarily funding received via property tax assessments.



### **BUDGET CHANGES AND OPERATIONAL IMPACT**

Requirements are decreasing by a net \$467,168 resulting primarily from the following:

- \$905,426 decrease from the use of current and roll-over Bio-Terrorism funds
- \$438,258 increase in contingencies

Sources are decreasing by \$552,842 due to decreases in state and federal funding.

### **STAFFING CHANGES AND OPERATIONAL IMPACT**

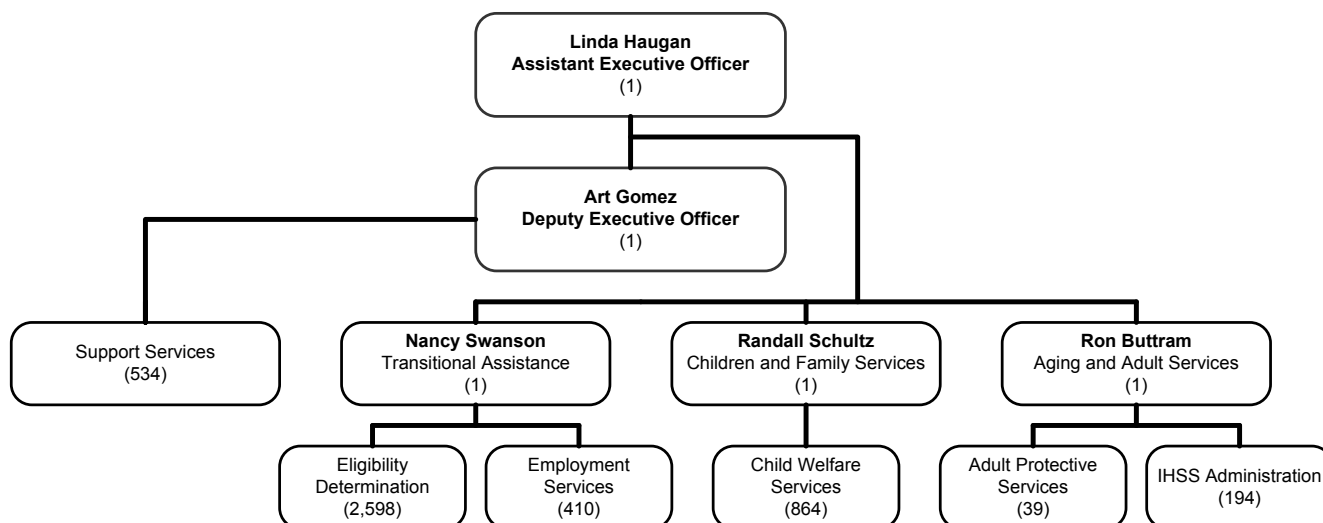
There is no budgeted staffing in these consolidated special revenue funds.



## HUMAN SERVICES ADMINISTRATIVE CLAIM

### Linda Haugan

#### ORGANIZATIONAL CHART



#### 2013-14 ACCOMPLISHMENTS

##### Transitional Assistance Department (TAD)

- Processed over \$22 million in federal and state tax refunds and served 11,362 taxpayers in communities throughout San Bernardino County through the Volunteer Income Tax Assistance (VITA) program. These refunds stimulate economic activity in addition to fighting poverty and leading to increased self-sufficiency.
- Expanded the capacity of the Customer Service Center (CSC), processing 1.2 million phone requests related to CalWORKs, CalFresh and Medi-Cal cases in 2013, an average of 101,858 calls per month. CSC expansion has also provided crucial support to the state-wide Health Care Reform implementation.
- Received CalFresh award for Program Access Index (PAI) growth for the 2<sup>nd</sup> consecutive year. San Bernardino County ranks 3<sup>rd</sup> of 58 counties for CalFresh PAI. These efforts provide additional nutrition resources to County residents and bring additional federal dollars into the local economy.
- Received CalFresh Recognition of Excellence award for contributing to California's low CalFresh error rate of 3.98% for the 3<sup>rd</sup> consecutive year. San Bernardino County's error rate was only 1.07%.

##### Children and Family Services (CFS)

- Received and assessed 29,102 child abuse and neglect referrals encompassing over 58,000 children.
- Reunited 1,196 children with their families.
- Finalized 399 adoptions.
- Provided support to approximately 300 youth who remain in foster care past their 18<sup>th</sup> birthday.
- Achieved permanency for 224 children through guardianship.
- Established 14 Family Visitation and Support Centers and provided 4,223 supervised visits for children and their families.
- Sent 1,057 children to attend summer camp.
- Hosted and engaged 352 foster and kinship youth at the Annual CFS Sports Fair.
- Recognized and celebrated the role of 626 children, foster parents and resource parents at the Annual Foster Parent Picnic.
- Received two NACO awards for the Preschool Referral Project and the Permanency Readiness Program.



**Department of Aging and Adult Services (DAAS)**

- Received and processed 14,143 requests for IHSS services.
- The Central Intake Unit assisted over 93,000 IHSS care provider requests regarding their paychecks.
- Received 2013 National Association of Counties (NACo) Achievement Award for establishing a program (Death Match Report) that eliminates In-Home Supportive Service providers wage overpayment due to the late reporting of a recipient's death.
- Established a department mentoring program to educate and expose DAAS staff to other programs within the department that are outside their current assignments.
- Assisted over 21,000 County residents by providing In-Home Supportive Services to them so they could remain safely in their own home.
- Established a Facebook page creating a portal for seniors and others to interface with DAAS.
- Increased referrals by 15% as a result of releasing the "It's Not Your Fault" campaign to increase awareness of senior and adult dependent abuse, and marking the beginning of Older Americans month.

More DAAS accomplishments can be found in the corresponding section included in the Aging and Adult Services budget section.

**COUNTY GOALS AND OBJECTIVES AND DEPARTMENT PERFORMANCE MEASURES****Transitional Assistance Department (TAD)**

**COUNTY GOAL:** PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

**Objective(s):** • *Maximize the utilization of Federal and State programs and funding to address the needs of County residents.*

**Department Strategy:** • *Provide timely responses to calls from County Residents for Health Care Reform (HCR) from Customer Service Center (CSC)*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
Percentage of calls transferred from Covered California Service Center to TAD in 30 seconds or less.	N/A	N/A	N/A	80%

**COUNTY GOAL:** PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

**Objective(s):** • *To the maximum extent legally allowed, utilize County programs to move participants to self-sufficiency.*

**Department Strategy:** • *Increase the Work Participation Rate (WPR) of recipients of CalWORKs benefits*  
• *Increase the number of Welfare to Work (WtW) CalWORKs participants who are engaged in a mandated federal WtW activity.*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
Percentage of participants engaged in a Federal WtW activity	47.2%	50%	41%	50%





**COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS**

**Objective(s):** • *Maximize the utilization of Federal and State programs and funding to address the needs of County residents.*

**Department Strategy:** • *Maintain Calfresh (Cf) error rate below the federal tolerance level of 6% to avoid fiscal sanction.*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
Percentage of annual error rate for Cf benefits	1.4%	3%	1.07%	3%

**COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS**

**Objective(s):** • *Maximize the utilization of Federal and State programs and funding to address the needs of County residents.*

**Department Strategy:** • *Provide Volunteer Income Tax Assistance (VITA) preparation services for eligible County families and individuals thereby stimulating economic activity*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
Number of eligible County taxpayers served	7,720	7,952	11,362	10,515

**Children and Family Services (CFS)****COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS**

**Objective(s):** • *To the maximum extent legally allowed, utilize County programs to move participants to self-sufficiency.*

**Department Strategy:** • *Increase and enhance the role of Parent Partners (a resource to help parents navigate the complex child welfare system). Parent Partners are parents who have successfully navigated the child welfare system, successfully reunified with their children and now work as para-professionals for Children and Family Services. Engagement with a Parent Partner leads to earlier reunification for families.*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
Number of families involved with a Parent Partner	N/A	N/A	300	330



**COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS**

**Objective(s):** • *To the maximum extent legally allowed, utilize County programs to move participants to self-sufficiency.*

**Department Strategy:** • *Utilize Team Decision Making meetings (TDM), which are collaborative processes involving the family and their community support systems who know and care about the child(ren). TDMs are designed to make the best informed decisions concerning a child(ren)'s safety and living environment.*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
Number of children impacted	N/A	N/A	2,075	2,180

**COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS**

**Objective(s):** • *Maximize the utilization of Federal and State programs and funding to address the needs of County residents.*

**Department Strategy:** • *Utilize Foster Family Home (FFH) recruitment/retention strategies to increase the availability of licensed Foster Family Homes in San Bernardino County. FFHs provide family-like living arrangements for our children in foster care as an alternative to Out-of-County placements and other higher levels of care at increased costs.*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
Increase of newly licensed foster family homes	N/A	N/A	70	80

**COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS**

**Objective(s):** • *To the maximum extent legally allowed, utilize County programs to move participants to self-sufficiency.*

**Department Strategy:** • *Maintain the rate of re-entry of children into foster care at or below the statewide average. Foster care is intended to provide temporary, safe living arrangements for children who cannot live safely in their home. Our goal is to reduce the number of children returning to foster care upon reunifying with their parents.*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
Rate of re-entry into foster care	N/A	N/A	12%	12%



**SUMMARY OF BUDGET UNITS**

2014-15					
	Requirements	Sources	Net County Cost	Fund Balance	Net Budget
<b>General Fund</b>					
Human Services Administrative Claim	503,236,205	489,059,585	14,176,620		4,644
Total General Fund	503,236,205	489,059,585	14,176,620		4,644

**5-YEAR REQUIREMENTS TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Human Services Administrative Claim	396,105,044	406,607,443	443,441,035	494,698,108	503,236,205
<b>Total</b>	<b>396,105,044</b>	<b>406,607,443</b>	<b>443,441,035</b>	<b>494,698,108</b>	<b>503,236,205</b>

**5-YEAR SOURCES TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Human Services Administrative Claim	381,706,938	393,227,704	428,864,171	477,722,675	489,059,585
<b>Total</b>	<b>381,706,938</b>	<b>393,227,704</b>	<b>428,864,171</b>	<b>477,722,675</b>	<b>489,059,585</b>

**5-YEAR NET COUNTY COST TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Human Services Administrative Claim	14,398,106	13,379,739	14,576,864	16,975,433	14,176,620
<b>Total</b>	<b>14,398,106</b>	<b>13,379,739</b>	<b>14,576,864</b>	<b>16,975,433</b>	<b>14,176,620</b>



## Administrative Claim

### DESCRIPTION OF MAJOR SERVICES

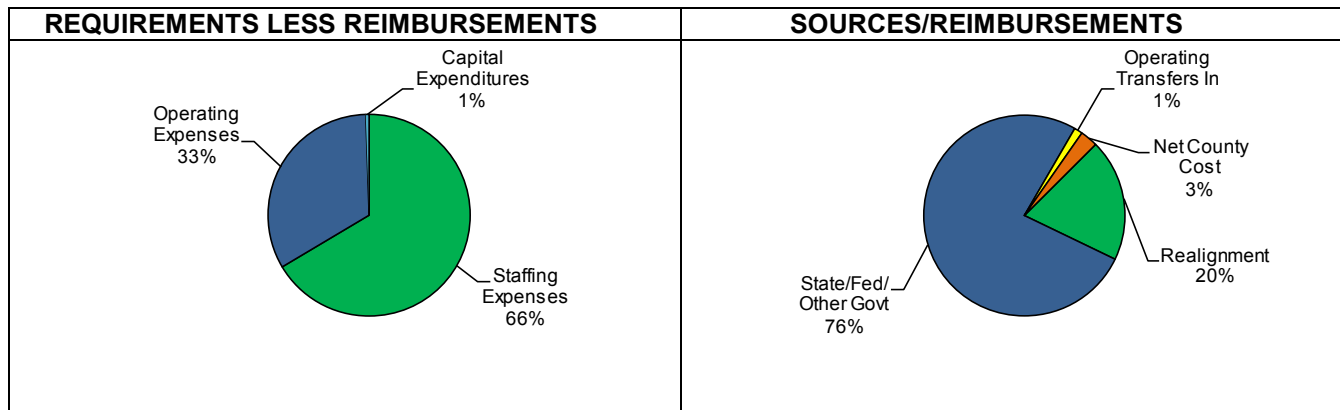
This budget unit represents the administrative claim made by the County for social services programs under applicable mandatory federal and state regulations. Transitional Assistance Department (TAD), Children and Family Services (CFS), Adult Services programs of the Department of Aging and Adult Services (DAAS), Children's Network and the administrative support and training functions provided by Human Services (HS) Administration and the Performance, Education and Resource Center (PERC) are included in the Administrative Claim budget unit.

#### Budget at a Glance

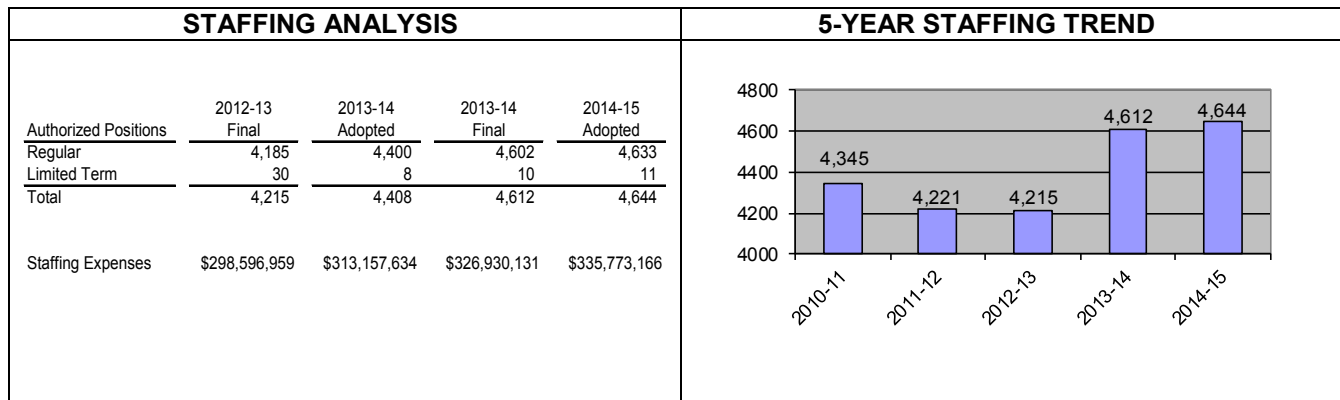
Requirements Less Reimbursements*	\$505,265,577
Sources/Reimbursements	\$491,088,957
Net County Cost	\$14,176,620
Total Staff	4,644
Funded by Net County Cost	3%

\*Includes Contingencies

### 2014-15 ADOPTED BUDGET



### BUDGETED STAFFING



## ANALYSIS OF 2014-15 ADOPTED BUDGET

GROUP: Human Services  
DEPARTMENT: Administrative Claim  
FUND: General

BUDGET UNIT: AAA DPA  
FUNCTION: Public Assistance  
ACTIVITY: Administration

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2013-14 Final Budget	2014-15 Adopted Budget	Change From 2013-14 Final Budget
<b>Requirements</b>							
Staffing Expenses	254,846,538	271,843,443	288,252,315	316,484,173	326,930,131	335,773,166	8,843,035
Operating Expenses	140,128,801	135,477,082	141,603,476	154,473,527	166,554,969	166,766,011	211,042
Capital Expenditures	4,912,826	3,340,741	2,297,362	1,468,740	3,321,216	2,726,400	(594,816)
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	399,888,165	410,661,266	432,153,153	472,426,440	496,806,316	505,265,577	8,459,261
Reimbursements	(3,794,945)	(4,111,345)	(3,090,852)	(2,844,080)	(2,342,009)	(2,029,372)	312,637
Total Appropriation	396,093,220	406,549,921	429,062,301	469,582,360	494,464,307	503,236,205	8,771,898
Operating Transfers Out	0	0	0	221,641	233,801	0	(233,801)
Total Requirements	396,093,220	406,549,921	429,062,301	469,804,001	494,698,108	503,236,205	8,538,097
<b>Sources</b>							
Taxes	0	0	20	0	0	0	0
Realignment	45,901,973	91,537,022	87,674,828	94,447,214	92,141,867	98,865,124	6,723,257
State, Fed or Gov't Aid	334,195,700	299,981,728	315,372,779	356,872,932	377,123,502	382,932,325	5,808,823
Fee/Rate	566,073	472,249	493,751	547,878	507,487	541,550	34,063
Other Revenue	1,022,664	1,178,496	5,856,170	783,293	1,719,969	1,524,490	(195,479)
Total Revenue	381,686,410	393,169,495	409,397,548	452,651,317	471,492,825	483,863,489	12,370,664
Operating Transfers In	20,528	0	5,087,889	185,877	6,229,850	5,196,096	(1,033,754)
Total Sources	381,706,938	393,169,495	414,485,437	452,837,194	477,722,675	489,059,585	11,336,910
Net County Cost	14,386,282	13,380,426	14,576,864	16,966,807	16,975,433	14,176,620	(2,798,813)
				Budgeted Staffing	4,612	4,644	32

## MAJOR EXPENDITURES AND REVENUE IN 2014-15 ADOPTED BUDGET

Major requirements include the following:

- Staffing expenses of \$335.8 million fund 4,644 positions.
- Operating expenses of \$166.8 million represent expenses for County services, computer hardware and software, office supplies, insurance, mail services, professional services, communications, training, security, travel, goods and services for clients, facility leases, transfers out and miscellaneous operating costs.
- Capital expenditures of \$2.7 million include expenses for fixed asset equipment, capitalized software and vehicles.
- Reimbursements of \$2.0 million include payments from other County departments to HS for administrative support services as requested.

Major sources include the following:

- Realignment revenue of \$98.9 million is used to match available federal funding and replace state funding for programs that have been realigned.
- Federal and state funding of \$382.9 million represents total available funding for the administration of mandated Human Services programs.
- Operating transfers in of \$5.2 million represents funds provided from the Wraparound Reinvestment Fund which are utilized as a match to access additional Federal funding for Children's Services programs. This funding will enable Children and Family Services to enhance service levels despite increasing costs.

## BUDGET CHANGES AND OPERATIONAL IMPACT

The 2014-15 budget is based on the latest information available from the developing budget situation at the state level. The latest social services allocation projections include funding and mandated program changes as addressed in the 2014-15 State Budget. Caseload growth, mandated program changes, implementation of the Affordable Care Act and Realignment changes require additional funding for many HS programs. TAD funding is anticipated to increase \$5.6 million. The increase is comprised of CalWORKs (\$2.6 million) and Cal Fresh (\$3.0 million). Remaining revenue increases are primarily CFS and DAAS increases which are a combination of



realignment and corresponding federal and state funding. All other funding for programs administered by HS is expected to remain unchanged from what was included in the 2013-14 final budget.

While this budget anticipates increased allocations across many social services programs, the ongoing availability of additional statewide revenue and realignment revenue is still uncertain. A slower than anticipated economic recovery or a slow-down of tax receipts could cause budget issues for both the state and counties which could present future challenges to the funding of social services programs. Until such time as the stability of state and realignment resources is known, it is necessary to plan for the maximum possible available funding in order to effectively take advantage of potential funding increases, yet be prepared for unexpected funding decreases. To prepare for possible future funding challenges, HS will continue to monitor developments at the state and federal levels in an effort to maintain mandated public services at appropriate levels, while utilizing all available funding.

HS strategy is to maintain staffing near current levels. These staffing levels are believed to provide the most flexibility and opportunity to provide services mandated by the state, while remaining within available allocations and funding sources. Plans for significant expenditures, whether for staff, services, supplies, equipment, or services to clients, will be monitored closely and necessary adjustments will be made as future changes to the state budget are known. Any significant differences between this budget and actual allocations received from the state will be addressed through the County's quarterly budget adjustment process.

Overall, allocations within this budget unit are expected to increase 1.5% from the previous year. This allocation increase, combined with additional funds from the Wraparound Reinvestment Fund and Realignment funds, result in a requirements increase of \$8.5 million from the 2013-14 final budget as follows:

- Staffing expenses will increase \$8.8 million over the 2013-14 final budget. Increases fund additional positions and rising benefit, retirement and salary costs. Mandated program changes contribute to net staffing increases of 32 positions in various HS departments and divisions.

	TAD	CFS	DAAS	Support	Total
2013-14 Budget	2,976	864	243	529	4,612
2014-15 Budget	3,009	865	234	536	4,644
Difference between 2013-14 Budget 2014-15 Budget	33	1	(9)	7	32

- Operating expenses are increasing \$211,042. Changes are related to increases in insurance, mailing and postage, client services costs, IHSS MOE requirements and decreases in computer hardware and software, furniture, County services costs and data processing costs.
- Capital expenditures are decreasing by \$594,816 due to reductions in equipment and vehicle purchases.
- Reimbursements are decreasing by \$312,637 which reflects a decrease in the demand for HS administrative support and a decrease in the overhead rate charged by HS Administrative Support Divisions as allowed by the state.

Sources increased by \$11.3 million from the 2013-14 budget as follows:

- Realignment increased \$6.7 million and is possible due to increased realignment collections. This increase is required to fund increased program expenditures for CFS programs (\$2.7 million), IHSS MOE (\$1.5 million) and reclassification of Adult Protective Services revenue (\$2.5 million) as "realignment". Federal and state funding available for HS programs increased a net \$5.8 million primarily due to increased funding for CalWORKs, Cal Fresh, Child Welfare Services and IHSS.
- A mix of miscellaneous revenue sources decreased \$195,479.
- Operating transfers in decreased \$1.0 million. Use of available realignment growth funding for CFS programs has reduced the necessary transfer from the Wraparound Reinvestment fund.



## NET COUNTY COST

Most HS programs are state and/or federal mandates. The County share of funding is either mandated as a percentage of total program costs or as a fixed maintenance of effort. County share is comprised of a combination of Net County Cost and revenue from realignment funds. Realignment funds were created by two distinct and separate state realignment processes to offset the costs that were shifted to the County from the state for realigned programs. Their use is limited to designated social services programs.

Changes to HS County share needs are as follows:

### History of Social Services Realignment and Net County Cost HS Administrative Budget and Subsistence Budgets (In Millions)

	ACTUALS					2013-14 Final Budget	2014-15 Adopted Budget	Increase/ (decrease)
	2009-10	2010-11	2011-12	2012-13	2013-14			
<u>Administrative Budget (DPA)</u>								
1991 Realignment	12.6	13.1	17.0	12.9	16.0	13.0	15.4	2.4
2011 Realignment	-	-	36.3	36.1	39.8	40.3	43.4	3.1
Net County Cost	15.6	14.4	13.4	14.6	17.0	17.0	14.2	(2.8)
<u>IHSS Providers (DPA)</u>								
1991 Realignment	25.1	32.0	37.4	37.8	37.8	37.8	39.1	1.3
Net County Cost	3.9	-	-	-	-	-	-	-
<u>IHSS Public Authority (DPA)</u>								
1991 Realignment	0.7	0.8	0.9	0.9	0.9	1.0	1.0	-
<u>Domestic Violence (DVC)*</u>								
2011 Realignment	-	-	0.5	0.5	0.5	0.5	0.5	-
<u>Aid to Adoptive Children (ATC)*</u>								
1991 Realignment	4.1	4.8	5.1	5.6	6.2	6.6	6.6	-
2011 Realignment	-	-	21.3	22.9	24.4	25.1	26.0	0.9
Net County Cost	1.9	1.6	2.0	2.0	2.0	2.0	2.1	0.1
<u>Foster Care (BHI)*</u>								
1991 Realignment	20.3	28.2	32.7	27.5	25.6	31.3	29.2	(2.1)
2011 Realignment	-	-	28.4	27.8	26.0	35.1	33.7	(1.4)
Net County Cost	12.7	12.7	13.0	15.2	18.4	17.3	17.4	0.1
<u>CalWORKs Cash Aid - All Other Families (FGR)*</u>								
CalWORKs MOE Realignment	-	-	42.9	47.4	60.9	53.5	56.5	3.0
Family Support Realignment	-	-	-	-	7.0	8.9	14.0	5.1
Net County Cost	4.7	5.6	6.3	5.8	5.1	6.2	5.4	(0.8)
<u>Kinship Guardianship Assistance Program (KIN)*</u>								
2011 Realignment	-	-	-	4.1	2.6	3.7	2.8	(0.9)
Net County Cost	1.6	1.2	0.8	0.8	1.0	0.9	1.0	0.1
<u>Seriously Emotionally Disturbed (SED)*</u>								
1991 Realignment	2.0	3.8	-	-	-	-	-	-
Net County Cost	1.5	1.0	-	-	-	-	-	-
<u>All other subsistence budgets*</u>								
Net County Cost	2.6	2.9	2.9	2.8	2.9	3.0	3.0	-
<b>Total 1991 Realignment</b>	<b>64.8</b>	<b>82.7</b>	<b>93.1</b>	<b>84.7</b>	<b>86.5</b>	<b>89.7</b>	<b>91.3</b>	<b>1.6</b>
<b>Total 2011 Realignment</b>	<b>-</b>	<b>-</b>	<b>86.5</b>	<b>91.4</b>	<b>93.3</b>	<b>104.7</b>	<b>106.4</b>	<b>1.7</b>
<b>CalWORKs MOE Realignment</b>	<b>-</b>	<b>-</b>	<b>42.9</b>	<b>47.4</b>	<b>60.9</b>	<b>53.5</b>	<b>56.5</b>	<b>3.0</b>
<b>Family Support Realignment</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7.0</b>	<b>8.9</b>	<b>14.0</b>	<b>5.1</b>
<b>Grand Total Realignment</b>	<b>64.8</b>	<b>82.7</b>	<b>222.5</b>	<b>223.5</b>	<b>247.7</b>	<b>256.8</b>	<b>268.2</b>	<b>11.4</b>
<b>Total Net County Cost</b>	<b>44.5</b>	<b>39.4</b>	<b>38.4</b>	<b>41.2</b>	<b>46.4</b>	<b>46.4</b>	<b>43.1</b>	<b>(3.3)</b>
<b>Total Net County Share</b>	<b>109.3</b>	<b>122.1</b>	<b>260.9</b>	<b>264.7</b>	<b>294.1</b>	<b>303.2</b>	<b>311.3</b>	<b>8.1</b>

\* See Human Services Subsistence Budgets - Consolidated later in this section.



***In aggregate, the HS Administrative Claim (DPA) budget unit includes a \$2.8 million net decrease to Net County Cost.*** This decrease is a result of anticipated salary and benefit reductions. Net County Cost figures are estimates and are dependent upon final allocations from the state after the state budget has been adopted. HS will closely manage changes arising from the state budget. Significant changes will be addressed through the County's quarterly budget update process, as needed.

HS programs that are not state or federally mandated do not generate revenue from these sources and are funded with Net County Cost through HS. While these programs provide services that benefit HS in general, their functions do not qualify for state or federal reimbursement. These programs and their general fund impact are detailed below:

	2013-14 Budget	2014-15 Budget	Inc/(Dec)
HS Support of Office of Homeless Assistance	350,000	350,000	-
HS Support of Children's Fund	206,000	-	(206,000)
One-Time Transfer to OOA- Family Caregiver Program	386,467	-	(386,467)
PERC Training Expense	350,000	335,000	(15,000)
Total HS General Fund Support	1,292,467	685,000	(607,467)





**FUNDING AND STAFFING BY PROGRAM  
2014-15**

<b>Transitional Assistance Department</b>	<b>Requirements</b>	<b>Revenue</b>	<b>1991 Realignment</b>	<b>2011 Realignment</b>	<b>Net County Cost</b>	<b>Staffing</b>
CalWorks - Eligibility	47,304,835	47,304,835	-	-	-	480
Food Stamps	104,655,860	94,665,921	-	-	9,989,939	901
CalWorks - Welfare to Work	64,648,452	64,648,452	-	-	-	410
Medi-Cal	74,934,948	74,934,948	-	-	-	964
Foster Care Administration	4,949,414	2,474,707	742,412	1,732,295	-	50
Child Care Administration	5,143,869	5,143,869	-	-	-	52
CalWorks - Mental Health	8,614,120	8,614,120	-	-	-	88
Cal-Learn	3,489,553	3,489,553	-	-	-	35
General Relief Administration	701,290	-	-	-	701,290	7
Other Programs	2,123,097	2,086,034	-	-	37,063	22
<b>Total</b>	<b>316,565,438</b>	<b>303,362,439</b>	<b>742,412</b>	<b>1,732,295</b>	<b>10,728,292</b>	<b>3,009</b>

**Department of Children's and Family Services**

Child Welfare Services	104,063,024	57,227,608	12,536,947	32,425,074	1,873,395	768
Promoting Safe and Stable Families	2,022,669	2,022,669	-	-	-	15
Foster Training and Recruitment	200,836	104,255	-	96,581	-	1
Licensing	717,048	717,048	-	-	-	5
Support and Therapeutic Options Program	611,681	-	-	611,681	-	5
Adoptions	5,562,942	2,350,528	-	3,212,414	-	41
ILP	1,490,450	685,607	-	804,843	-	11
Other Programs	2,535,703	623,336	-	1,912,367	-	19
<b>Total</b>	<b>117,204,353</b>	<b>63,731,051</b>	<b>12,536,947</b>	<b>39,062,960</b>	<b>1,873,395</b>	<b>865</b>

**Aging and Adult Services**

In-Home Supportive Services	20,859,279	20,859,279	-	-	-	195
Adult Protective Services	5,058,681	2,241,691	-	2,593,093	223,897	39
IHSS Provider Payments	42,197,417	-	42,197,417	-	-	-
IHSS Provider Benefits	-	-	-	-	-	-
IHSS PA	-	-	-	-	-	-
Other Programs	-	-	-	-	-	-
<b>Total</b>	<b>68,115,377</b>	<b>23,100,970</b>	<b>42,197,417</b>	<b>2,593,093</b>	<b>223,897</b>	<b>234</b>

**Support**

536

**Non Claimable Costs**

PERC Training Expense	335,000	-	-	-	335,000	
Other	1,016,036	-	-	-	1,016,036	
<b>Total</b>	<b>1,351,036</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,351,036</b>	

<b>Grand Total Administrative Budget</b>	<b>503,236,205</b>	<b>390,194,460</b>	<b>55,476,776</b>	<b>43,388,348</b>	<b>14,176,620</b>	<b>4,644</b>
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## STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$335.8 million fund 4,644 budgeted positions of which 4,633 are regular positions and 11 are limited term positions.

### TRANSITIONAL ASSISTANCE DEPARTMENT (TAD)

TAD program funding is expected to increase over the previous year. State elimination of the CalWORKs Young Child Exemption, the engagement of currently sanctioned CalWORKs customers and state focus on Work Performance Rates requires increased Welfare to Work case management activities. As a result, TAD has identified the need to make the following staffing changes:



**Additions:**

- 30 Employment Services Specialist
- 3 Supervising Employment Services Specialist I

**Reclassifications:**

- 5 Staff Analyst I to Staff Analyst II

**CHILDREN AND FAMILY SERVICES (CFS)**

CFS program funding is increasing over the previous year. The workload necessitates a need to add 1 support position.

**Transferred In:**

- 1 Office Assistant III

**DEPARTMENT OF AGING AND ADULTS SERVICES (DAAS)**

DAAS allocations are expected to remain relatively flat from the previous year. As a result, the Department is recommending position changes which do not impact filled positions but rather attend to necessary administrative adjustments. Staffing changes are as follows:

**Deletions**

- 6 Office Assistant II

**Transferred Out:**

- 1 Office Assistant III
- 2 Staff Analyst II

**Reclassifications**

- 1 Public Health Nurse II to Registered Nurse II
- 1 Supervising Social Service Practitioner to Supervising Social Worker

**HS ADMINISTRATION AND SUPPORT SERVICES**

HS Administration has identified the need to enhance its agency-wide disaster preparedness planning and emergency services management capabilities, as well as augment staffing at the HS Auditing division in order to keep pace with increased audit and financial reporting requirements. Staffing changes are as follows:

- Administrative Support Division (ASD) – To accommodate the need for a more robust emergency planning and response enterprise within Human Services there will be an addition of:
  - 1 HS Emergency Services Manager
  - 2 Staff Analyst II – transferred from DAAS
  - 1 Fiscal Assistant – Transferred from HS Auditing
- Auditing Division –
  - Addition of 2 HS Auditing Managers and 2 HS Internal Auditors IV
  - Reclassification of 8 Accountants III to HS Internal Auditors III and 1 Accountant II to HS Internal Auditor II
  - Deletion of 1 Supervising Fiscal Specialist and a transfer of 1 fiscal assistant to ASD to realign unit organization.
- Information and Technology Support Division –
  - Reclassification of 1 Business Systems Analyst II to a Business Systems Analyst III. Reclassification of 1 Business Systems Analyst III to a Programmer Analyst III. Reclassification of 2 Programmers I to Programmers II in order to align position classifications with assigned work duties.
- Performance and Education Resource Center – the addition of 1 Public Service Employee
- Program Integrity Division (PID)- No staffing changes for this Fiscal Year.
- Program Development Division – No staffing changes for this Fiscal Year.
- Personnel Division – No staffing changes for this Fiscal Year.



The following chart provides an overview of the funding sources and local share requirements for the programs that are budgeted in the HSS Administrative Claim budget:

## REVENUE SOURCE AND NET COUNTY COST BREAKDOWN

Transitional Assistance Department	Revenue					Local Share			
	Federal	% Federal	State & Other	% State & Other	Total Federal/State/Other	Realignment	% Realignment	Net County Cost (NCC)	% NCC
Food Stamps	58,943,467	55%	35,722,454	33%	94,665,921	-		9,989,939	11%
Single Allocation									
CalWorks - Eligibility	47,304,835	100%	-	0%	47,304,835	-		-	-
CalWorks - Mental Health	-	-	8,614,120	100%	8,614,120	-		-	-
CalWorks - Cal-Learn	3,210,389	92%	279,164	8%	3,489,553	-		-	-
CalWorks - Welfare to Work	64,648,452	100%	-	-	64,648,452	-		-	-
CalWorks - Child Care Admin - Stage 1	5,143,869	100%	-	-	5,143,869	-		-	-
Total Single Allocation	120,307,545		8,893,284		129,200,829	-		-	
Medi-Cal	37,467,474	50%	37,467,474	50%	74,934,948	-		-	-
Foster Care Administration	2,474,707	50%	-	0%	2,474,707	2,474,707	50%	-	
General Relief Administration	-	-	-	-	-	-		701,290	100%
Other	1,832,829	86%	253,205	12%	2,086,034	-		37,062	2%
Total	221,026,022		82,336,417		303,362,439	2,474,707		10,728,291	
Department of Children's Services									
Child Welfare Services - Basic	57,227,608	50%	-	0%	57,227,608	44,962,021	48%	1,873,395	2%
Child Welfare Services - Augmentation									
CWS Total	57,227,608		-		57,227,608	44,962,021		1,873,395	
Promoting Safe and Stable Families	2,022,669	100%	-	0%	2,022,669	-		-	-
Foster Training and Recruitment	104,255	52%	-	0%	104,255	96,581	48%	-	-
Licensing	266,780	37%	450,268	63%	717,048	-		-	-
Support and Therapeutic Options Program	-	0%	-	0%	-	611,681	100%	-	-
Adoptions	2,350,528	42%	-	0%	2,350,528	3,212,414	58%	-	-
ILP	685,607	46%	-	0%	685,607	804,843	54%	-	-
Other Programs	623,336	25%	-	0%	623,336	1,912,367	75%	-	-
Total	63,280,783		450,268		63,731,051	51,599,907		1,873,395	
Aging and Adult Services									
In-Home Supportive Services	10,429,640	50%	10,429,640	50%	20,859,279	-		-	0%
Adult Protective Services	2,241,691	44%	-	0%	2,241,691	2,593,093	52%	223,897	4%
IHSS Provider Payments	-	0%	-	0%	-	42,197,417	100%	-	0%
Local Match	-		-		-	-		-	
Total	12,671,331		10,429,640		23,100,970	44,790,510		223,897	
Non Claimable Costs									
PERC Training Expense	-	-	-	-	-	-		335,000	100%
Other	-	-	-	-	-	-		1,016,036	100%
Total	-		-		-	-		1,351,036	
Total Administrative Budget	296,978,136	59%	93,216,325	18%	390,194,460	98,865,124	20%	14,176,620	3%

This is the fixed County MOE for the CalWorks Single Allocation which is split between Eligibility and Food Stamps. \$9,989,939

Remainder of Single Allocation for Stage 1 Childcare is \$27,264,832 (provider payments) and is accounted for in ETP (Entitlement Payments/Child Care) budget.

Augmentation Funds shall be used for Emergency Response, Family Maintenance, and Permanent Placement and shall not supplant existing CWS (Child Welfare Services) funds. These funds will be available by exhausting the total CWS Basic allocation

This is the fixed County MOE for Adult Protective Services Administration. \$223,897  
IHSS Provider Payments - State pays providers and the county is only billed for its local share of costs.



## 2014-15 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Transitional Assistance Department	3,009	0	3,009	2,721	255	33	3,009
Children and Family Services	857	8	865	801	64	0	865
Department of Aging and Adult Services	234	0	234	200	34	0	234
HS Administration and Support Services	533	3	536	465	65	6	536
Total	4,633	11	4,644	4,187	418	39	4,644

**Transitional Assistance Department****Administration**Classification

1 Director  
1 Assistant Director  
1 Executive Secretary II  
1 C-IV Project Coordinator  
1 TAD District Manager  
1 Program Specialist I  
2 Office Assistant III  
1 Program Specialist II  
1 Staff Analyst II  
10

**Region 1**Classification

1 Deputy Director  
2 Secretary I  
6 Childcare Provider  
286 Eligibility Worker I/II  
31 Eligibility Worker III  
45 Eligibility Worker Trainee  
32 Eligibility Worker Supervisor I  
6 Interpreter/Translator  
38 Office Assistant II  
2 Office Assistant III  
5 Supervising Office Assistant  
6 TAD District Manager  
460

**Region 2**Classification

1 Deputy Director  
1 Secretary I  
7 Childcare Provider  
317 Eligibility Worker I/II  
34 Eligibility Worker III  
45 Eligibility Worker Trainee  
35 Eligibility Worker Supervisor I  
7 Interpreter/Translator  
39 Office Assistant II  
3 Office Assistant III  
4 Supervising Office Assistant  
6 TAD District Manager  
499

**Region 3**Classification

1 Deputy Director  
1 Secretary I  
7 Childcare Provider  
353 Eligibility Worker I/II  
40 Eligibility Worker III  
45 Eligibility Worker Trainee  
42 Eligibility Worker Supervisor I  
6 Interpreter/Translator  
39 Office Assistant II  
3 Office Assistant III  
5 Supervising Office Assistant  
8 TAD District Manager  
1 TAD Regional Manager  
551

**Region 4**Classification

1 Deputy Director  
1 Secretary I  
8 Childcare Provider  
293 Eligibility Worker I/II  
38 Eligibility Worker III  
45 Eligibility Worker Trainee  
33 Eligibility Worker Supervisor I  
4 Interpreter/Translator  
38 Office Assistant II  
2 Office Assistant III  
5 Supervising Office Assistant  
6 TAD District Manager  
474

**Region 5**Classification

1 Deputy Director  
1 Secretary I  
6 Childcare Provider  
296 Eligibility Worker I/II  
38 Eligibility Worker III  
38 Eligibility Worker Supervisor I  
7 Interpreter/Translator  
40 Office Assistant II  
2 Office Assistant III  
5 Supervising Office Assistant  
6 TAD District Manager  
440

**Region 6**Classification

1 Deputy Director  
1 Secretary I  
1 Contract TAD Staff Assistant  
7 Employment Services Manager  
281 Employment Services Specialist  
24 Employment Services Trn  
5 Employment Services Technician  
46 Office Assistant II  
5 Supervising Office Assistant  
38 Supervising Emp. Services Specialist  
1 TAD Regional Manager  
410

**Contact Center**Classification

1 Deputy Director  
1 Secretary I  
127 Eligibility Worker I/II  
13 Eligibility Worker III  
14 Eligibility Worker Supervisor I  
5 Staff Analyst II  
4 TAD District Manager  
165

**Department of Aging and Adult Services****Region 1**Classification

2 Deputy Director  
2 Secretary I  
2 District Manager  
4 Supvsg Social Services Practitioner  
5 Supervising Social Worker  
2 Supervising Office Assistant  
12 Office Assistant II  
12 Office Assistant III  
1 Office Assistant IV  
2 Public Health Nurse II  
2 Registered Nurse II  
16 Social Service Practitioner  
62 Social Worker II  
124

**Region 2**Classification

1 Deputy Director  
1 Secretary I  
1 District Manager  
3 Supervising Social Services Practitioner  
3 Supervising Social Worker  
2 Supervising Office Assistant  
10 Office Assistant II  
10 Office Assistant III  
1 Supervising Public Health Nurse  
2 Registered Nurse II  
16 Social Service Practitioner  
43 Social Worker II  
93

**Admin and Support Services**Classification

1 Director  
1 Executive Secretary II  
1 District Manager  
1 Supvsg Social Services Practitioner  
7 Social Worker II  
2 Office Assistant III  
1 Office Specialist  
1 Supervising Office Assistant  
2 Staff Analyst II  
17



**Children and Family Services****Administrative and Financial Services**Classification

1 Director  
1 Assistant Director  
1 Program Specialist II  
1 Executive Secretary III  
1 Secretary I  
1 Administrative Supervisor II  
1 Administrative Supervisor I  
1 CFS Project Coordinator  
3 Staff Analyst  
4 Office Assistant III  
9 Fiscal Assistant

24

**North Desert Region**Classification

1 Deputy Director  
1 Secretary I  
2 Child Welfare Services Manager  
13 Supv. Social Services Practitioner  
1 Supervising Office Specialist  
3 Supervising Office Assistant  
78 Social Services Practitioner  
25 Social Worker II  
9 Social Services Aide  
26 Office Assistant III  
2 Office Assistant II

161

**Western Region**Classification

1 Deputy Director  
1 Secretary I  
2 Child Welfare Services Manager  
15 Supv. Social Services Practitioner  
1 Supervising Office Specialist  
3 Supervising Office Assistant  
91 Social Services Practitioner  
17 Social Worker II  
5 Social Services Aide  
25 Office Assistant III  
4 Office Assistant II  
1 Eligibility Worker II

166

**Central Region**Classification

1 Deputy Director  
1 Secretary I  
2 Child Welfare Services Manager  
11 Supv. Social Services Practitioner  
1 Supervising Office Specialist  
2 Supervising Office Assistant  
76 Social Services Practitioner  
15 Social Worker II  
4 Social Services Aide  
21 Office Assistant III  
3 Office Assistant II

137

**Eastern Region**Classification

1 Deputy Director  
1 Secretary I  
2 Child Welfare Services Manager  
14 Supv. Social Services Practitioner  
1 Supervising Office Specialist  
3 Supervising Office Assistant  
80 Social Services Practitioner  
13 Social Worker II  
5 Social Services Aide  
24 Office Assistant III  
3 Office Assistant II  
7 Peer and Family Assistant

154

**Placement Resources**Classification

1 Deputy Director  
1 Secretary I  
3 Child Welfare Services Manager  
11 Supv. Social Services Practitioner  
1 Supervising Office Specialist  
2 Supervising Office Assistant  
1 Supervising Fiscal Specialist  
28 Social Services Practitioner  
15 Social Worker II  
22 Office Assistant III  
3 Office Assistant II  
1 Staff Analyst II  
11 Peer and Family Assistant  
6 Fiscal Specialist  
1 Program Specialist I  
12 Educational Liaison

119

**System Resources**Classification

1 Deputy Director  
1 Secretary I  
3 Child Welfare Services Manager  
11 Supv. Social Services Practitioner  
1 Supervising Office Specialist  
3 Supervising Office Assistant  
12 Social Services Practitioner  
4 Social Worker II  
5 Social Worker Trainee  
1 Social Services Aide  
26 Office Assistant III  
2 Staff Analyst II  
32 Intake Specialist  
1 Eligibility Worker II  
1 Childcare Provider

104

**HS Administration and Support Services****Human Services Administration**Classification

1 Assistant Executive Officer  
1 Executive Secretary III  
1 Administrative Analyst III  
1 Staff Analyst II  
1 Contract C-IV Manager  
1 Cont Business Applications Manager  
1 Contract Project Lead  
1 Contract C-IV Accountant I  
1 Contract C-IV Tech/Site Prep Coord.  
5 Contract Business Analyst  
1 Contract IT Technical Assistant II

15

**Administrative Support Division**Classification

2 Deputy Executive Officer  
1 Executive Secretary II  
3 Office Assistant III  
2 Administrative Analyst III  
4 Administrative Supervisor II  
1 Supervising Fiscal Specialist  
1 Supervising Office Assistant  
2 Stores Supervisor II  
1 Systems Accountant II  
24 Staff Analyst II  
1 Staff Analyst I  
1 Accountant II  
2 Accounting Technician  
2 Fiscal Specialist  
4 Fiscal Assistant  
4 Office Assistant II  
4 Stores Specialist  
10 Storekeeper  
1 HS Emergency Services Manager  
1 Secretary I  
1 Public Service Employee

72

**Information, Technology and Support Division**Classification

1 Department IS Administrator  
1 Secretary I  
3 Department Systems Engineer  
4 Business Applications Manager  
2 Supv. Automated Systems Analyst II  
7 Business Systems Analyst III  
4 Business Systems Analyst II  
2 Business Systems Analyst I  
7 Programmer Analyst III  
2 Programmer II  
6 Programmer III  
5 Automated Systems Analyst II  
15 Automated Systems Analyst I  
27 Automated Systems Technician  
6 Applications Specialist  
2 Stores Specialist  
1 Fiscal Specialist  
2 IT Technical Assistant  
1 Staff Analyst I  
1 Office Assistant III

99



**Legislation, Research,  
Quality Supportive Services Division**
Classification

- 1 Legislative Program Manager
- 1 Administrative Supervisor I
- 1 Program Specialist II
- 3 Statistical Analyst
- 1 Statistical Analyst Trainee
- 1 Eligibility Worker Supervisor I
- 7 Eligibility Worker III
- 1 Office Assistant III

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16

**Performance and Education Resource Center**
Classification

- 1 Chief Learning Officer
- 1 Secretary I
- 1 Human Services Comm Officer
- 1 T&D Manager
- 3 T&D Supervisor
- 7 T&D Specialist
- 1 Supv. Office Assistant
- 11 Staff Training Instructor
- 1 Staff Analyst I
- 1 Media Specialist I
- 1 Fiscal Assistant
- 2 Office Assistant III
- 5 Office Assistant II
- 1 Public Service Employee

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37

**Program Integrity Division**
Classification

- 1 HSS Program Integrity Chief
- 1 Secretary I
- 4 Case Review Specialist
- 1 Supervising Case Review Specialist
- 20 Appeals Specialist
- 8 Fiscal Assistant
- 23 Fraud Investigator
- 76 HSS Quality Review Specialist
- 7 HSS Quality Review Supervisor I
- 2 HSS Quality Review Supervisor III
- 3 Office Assistant II
- 3 Office Assistant III
- 1 Supervising Office Assistant
- 1 Supervising Office Specialist
- 2 Supervising Appeals Specialist I
- 1 Supervising Appeals Specialist II
- 3 Supervising Fraud Investigator I
- 1 Supervising Fraud Investigator II

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158

**Auditing**
Classification

- 1 HSS Auditing Manager
- 2 HS Admin Manager
- 2 HS Internal Auditor IV
- 8 HS Internal Auditor III
- 1 HS Internal Auditor III
- 1 Secretary I
- 1 Supervising Accountant III
- 2 Supervising Accountant II
- 11 Fiscal Assistant
- 1 Staff Analyst I
- 1 Staff Analyst Trainee
- 2 Systems Accountant II
- 4 Accounting Technician
- 2 Office Assistant II
- 5 Fiscal Specialist
- 2 Supervising Fiscal Specialist

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46

**Program Development Division**
Classification

- 1 Deputy Director
- 1 Secretary I
- 3 Supervising Program Specialist
- 1 Supervising Social Service Practitioner
- 1 Supervising Office Assistant
- 11 Program Specialist II
- 27 Program Specialist I
- 1 Fiscal Assistant
- 9 Office Assistant III
- 1 Office Assistant II
- 2 Program Manager
- 2 Social Services Practitioner

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60

**Personnel Division**
Classification

- 1 HS Admin Manager
- 1 Secretary I
- 1 Supervising Fiscal Specialist
- 1 Volunteer Services Coordinator
- 1 Personnel Technician
- 13 Payroll Specialist
- 1 Fiscal Specialist
- 4 Office Assistant II

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23

**Children's Network (CNET)**
Classification

- 1 CNET Comm. & Event Coordinator
- 1 Contract Children's Network Analyst
- 1 Associate CNET Officer
- 1 Cont Child Abuse Prev. Coordinator
- 1 CNET Officer
- 2 Office Assistant III
- 1 Secretary II
- 1 Social Worker II
- 1 Contract Case Coordinator

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## AGING AND ADULT SERVICES

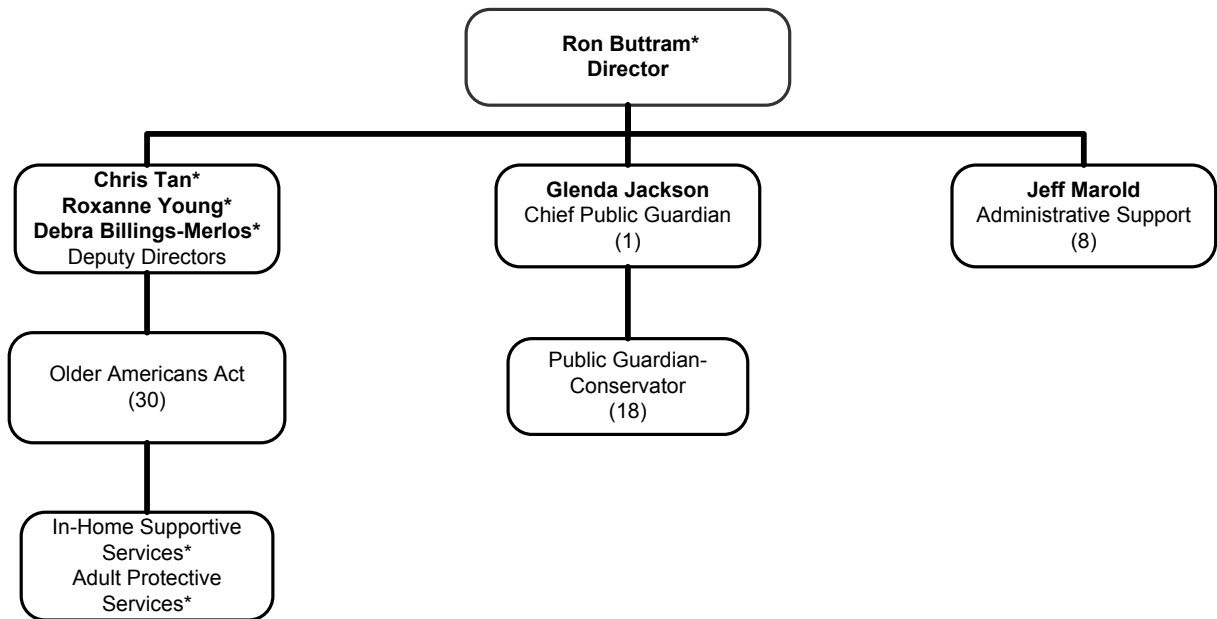
### Ron Buttram

#### DEPARTMENT MISSION STATEMENT

*The Department of Aging and Adult Services (DAAS) provides services to seniors, at-risk individuals, and adults with disabilities to improve or maintain choice, independence, and quality of life so they may age in place in the least restrictive environment.*



#### ORGANIZATIONAL CHART



\*Staffing is reimbursed by the Human Services Administrative Claim budget unit

#### 2013-14 ACCOMPLISHMENTS

- Established a mentoring program to educate and expose DAAS staff to other programs within the department other than their current assignment.
- Received 2013 National Association of Counties (NACo) Achievement Award for establishing a program that eliminates In-Home Supportive Service (IHSS) providers wage overpayment due to the late reporting of a recipient's death.
- Provided a total of 690,391 congregate meals served in senior centers throughout the County and home-delivered meals to homebound seniors.
- Established a Facebook page creating a portal for seniors and others to interface with DAAS.
- Contacted 13,726 individuals providing information on services available to seniors.
- Provided outreach and education presentations to 129,199 seniors.
- Distributed 2,250 Farmer's Market coupons to seniors totaling \$45,000 worth of fresh fruits and vegetables.
- Distributed bus passes to 1,400 seniors totaling over 50,000 one-way bus rides.
- Assisted with 2,600 Home Energy Assistance Program (HEAP) applications for \$650,000 in utility credits for seniors.



- Established a quarterly Family Support Group in Public Guardian.
- Investigated and resolved 1,450 complaints in long-term facilities through the Ombudsman Program.
- The Central Intake Unit assisted over 93,000 IHSS care provider requests regarding their paychecks.
- Implemented innovative “We Can! Steps to Healthier Aging, Eat Better & Move More” six week program combining a curriculum focused on healthy eating and physical activity in partnership with the Department of Public Health’s Nutrition program at 12 community centers throughout the County.
- Assisted over 21,000 County residents by providing In-Home Supportive Services to them so they could remain safely in their own home.

## COUNTY GOALS AND OBJECTIVES AND DEPARTMENT PERFORMANCE MEASURES

### COUNTY GOAL: IMPROVE COUNTY GOVERNMENT OPERATIONS

**Objective(s):** • *Monitor and evaluate operations and implement strategies to continually improve efficiency and effectiveness.*

**Department Strategy:** • *Ensure Public Guardian provides timely and accurate financial support to conservatees.*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
Percentage of conservatees' bills paid within 10 days of receipt.	82.9%	87%	94.5%	87%

### COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

**Objective(s):** • *Maximize the utilization of Federal and State programs and funding to address the needs of County residents.*

**Department Strategy:** • *Enhance senior safety and independence by connecting customers with community resources.*  
• *Provide in-person response within 24 hours to emergency Adult Protective Services (APS) referrals, including intake, intervention, and/or reports of life threats or crises.*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
Number of customers contacted by Senior Information and Assistance staff.	13,726	12,635	17,869	13,267
Percentage of emergency APS referrals responded to within 24 hours.	99.4%	100%	100%	100%





**SUMMARY OF BUDGET UNITS**

	2014-15					
	Requirements	Sources	Net County Cost	Fund Balance	Net Budget	Staffing
<b>General Fund</b>						
Aging and Adult Services	8,926,323	8,926,323	0			38
Public Guardian-Conservator	814,564	202,951	611,613			19
Total General Fund	9,740,887	9,129,274	611,613			57
<b>Total - All Funds</b>	9,740,887	9,129,274	611,613	0	0	57

**5-YEAR REQUIREMENTS TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Aging and Adult Services	10,746,636	9,239,446	10,269,763	9,537,346	8,926,323
Public Guardian-Conservator	540,738	644,683	950,961	932,921	814,564
<b>Total</b>	<b>11,287,374</b>	<b>9,884,129</b>	<b>11,220,724</b>	<b>10,470,267</b>	<b>9,740,887</b>

**5-YEAR SOURCES TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Aging and Adult Services	9,562,605	9,239,446	10,269,763	9,537,346	8,926,323
Public Guardian-Conservator	353,153	232,984	325,663	286,850	202,951
<b>Total</b>	<b>9,915,758</b>	<b>9,472,430</b>	<b>10,595,426</b>	<b>9,824,196</b>	<b>9,129,274</b>

**5-YEAR NET COUNTY COST TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Aging and Adult Services	1,184,031	0	0	0	0
Public Guardian-Conservator	187,585	411,699	625,298	646,071	611,613
<b>Total</b>	<b>1,371,616</b>	<b>411,699</b>	<b>625,298</b>	<b>646,071</b>	<b>611,613</b>



## Aging and Adult Services

### DESCRIPTION OF MAJOR SERVICES

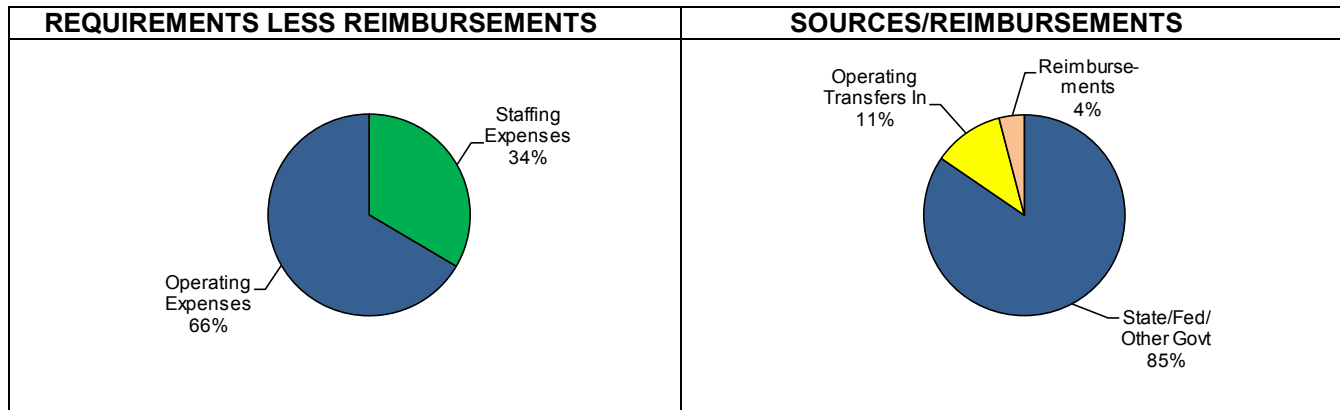
The Department of Aging and Adult Services (DAAS), under the direction of the California Department of Aging (CDA), serves as the federally designated Area Agency on Aging (AAA) for the County of San Bernardino and is responsible for administering programs under the Older Americans Act (OAA).

#### Budget at a Glance

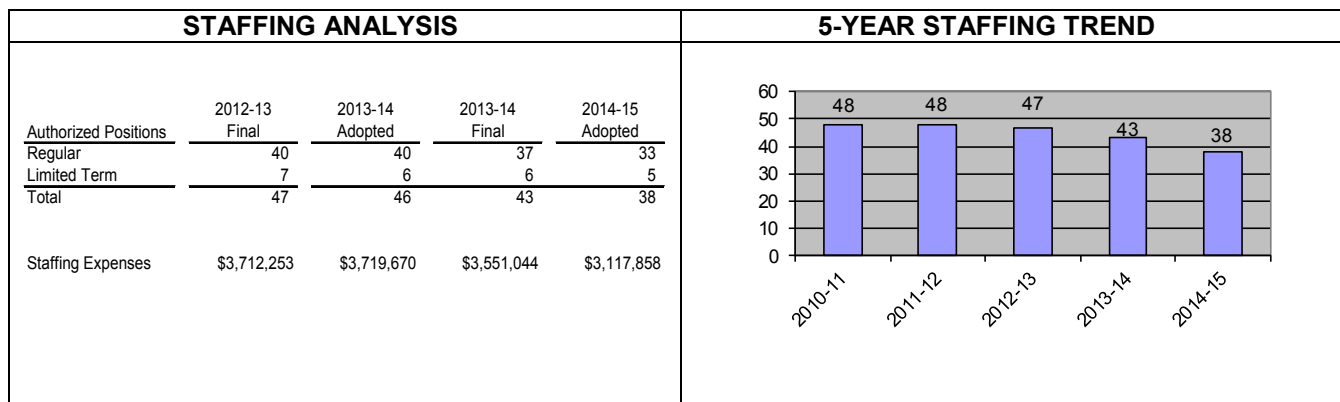
Requirements Less Reimbursements*	\$9,304,666
Sources/Reimbursements	\$9,304,666
Net County Cost	\$0
Total Staff	38
Funded by Net County Cost	0%
*Includes Contingencies	

The Department works to ensure options are easily accessible to all older individuals and to have a visible resource where seniors can go or call for information. Programs offered by the Department include Senior Information and Assistance (SIA), Elderly Nutrition Program, Senior Community Service Employment Program (SCSEP), Senior Supportive Services, Health Insurance Counseling and Advocacy Program (HICAP), Family Caregiver Support Program (FCSP), Multipurpose Senior Services Program (MSSP), and Long-Term Care Ombudsman (OMB).

### 2014-15 ADOPTED BUDGET



### BUDGETED STAFFING



**ANALYSIS OF 2014-15 ADOPTED BUDGET**

GROUP: Human Services  
DEPARTMENT: Aging & Adult Services  
FUND: General

BUDGET UNIT: AAF OOA  
FUNCTION: Public Assistance  
ACTIVITY: Administration

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2013-14 Final Budget	2014-15 Adopted Budget	Change From 2013-14 Final Budget
<b>Requirements</b>							
Staffing Expenses	3,517,741	3,428,338	3,401,839	3,280,439	3,551,044	3,117,858	(433,186)
Operating Expenses	7,497,366	6,297,267	6,344,441	5,806,596	6,782,009	6,186,808	(595,201)
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	11,015,107	9,725,605	9,746,280	9,087,035	10,333,053	9,304,666	(1,028,387)
Reimbursements	(456,944)	(561,178)	(429,147)	(494,474)	(795,707)	(378,343)	417,364
Total Appropriation	10,558,163	9,164,427	9,317,133	8,592,561	9,537,346	8,926,323	(611,023)
Operating Transfers Out	0	0	0	0	0	0	0
Total Requirements	10,558,163	9,164,427	9,317,133	8,592,561	9,537,346	8,926,323	(611,023)
<b>Sources</b>							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	9,511,716	7,972,198	8,276,356	7,321,847	8,167,559	7,868,703	(298,856)
Fee/Rate	0	0	0	0	0	0	0
Other Revenue	4,899,237	144,606	136,427	10,862	0	0	0
Total Revenue	14,410,953	8,116,804	8,412,783	7,332,709	8,167,559	7,868,703	(298,856)
Operating Transfers In	0	1,057,620	1,057,620	1,207,627	1,369,787	1,057,620	(312,167)
Total Sources	14,410,953	9,174,424	9,470,403	8,540,336	9,537,346	8,926,323	(611,023)
Net County Cost	(3,852,790)	(9,997)	(153,270)	52,225	0	0	0
Budgeted Staffing					43	38	(5)

**MAJOR EXPENDITURES AND REVENUE IN 2014-15 ADOPTED BUDGET**

Staffing expenses of \$3.1 million fund 33 regular and 5 limited term positions. Operating expenses of \$6.2 million includes \$4.8 million in contracted services for the Senior Nutrition, Supportive Services, Family Caregiver, and Multipurpose Senior Services programs.

Total state, federal, or government aid revenue of \$7.9 million fund programs such as the Senior Nutrition Services (Title IIIC), Multipurpose Senior Services Program (MSSP), Health Insurance Counseling and Advocacy Program, Senior Supportive Services (Title IIIB), and Family Caregiver.

**BUDGET CHANGES AND OPERATIONAL IMPACT**

Requirements are decreasing by \$611,023 due to reductions in salaries and benefits (as a result of a departmental reorganization), services and supplies, contracted vendor payments, and reimbursements received from other departments.

Sources are decreasing by \$611,023 primarily as a result of the elimination of a one-time operating transfer from Human Services in 2013-14 and one-time revenue received late in 2013-14 from State and Federal sources.

**STAFFING CHANGES AND OPERATIONAL IMPACT**

Staffing expenses of \$3.1 million fund 38 budgeted positions of which 33 are regular positions and 5 are limited term positions. In 2014-15 budgeted positions will decrease from 43 to 38 due to the transfer of one Supervising Social Service Practitioner position to another program, and the deletion of 4 vacant positions (1 Staff Analyst II, 2 Social Service Aides and 1 Contract Ombudsman Lead Coordinator). A new Supervising Accounting Technician position was approved for reclassification in lieu of a vacant Staff Analyst II position. Operations will not be affected by the reductions as work duties have already be assumed by other Department staff.



**2014-15 POSITION SUMMARY**

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Administration	8	0	8	8	0	0	8
Multipurpose Senior Services Program	9	0	9	9	0	0	9
Ombudsman	1	3	4	4	0	0	4
Senior Community Service Employment	0	2	2	2	0	0	2
Senior Information and Assistance	15	0	15	15	0	0	15
Total	33	5	38	38	0	0	38

Administration	Multipurpose Senior Services Program	Ombudsman
<u>Classification</u>	<u>Classification</u>	<u>Classification</u>
3 Accounting Technician	1 Fiscal Assistant	1 Cont Ombudsman Pgm Ofc Mgr
1 Administrative Supervisor II	2 Public Health Nurse	2 Cont Ombudsman Field Coordinator
3 Staff Analyst II	6 Social Worker II	1 DAAS Program Supervisor
1 Supervising Accounting Technician	9 Total	4 Total
8 Total		
<b>Senior Community Service Employment</b>	<b>Senior Information and Assistance</b>	
<u>Classification</u>	<u>Classification</u>	
2 Contract SCEP Prg Aide	2 DAAS Program Supervisor	
2 Total	6 Social Service Aide	
	7 Sr Information & Referral Rep	
	15 Total	



## Public Guardian - Conservator

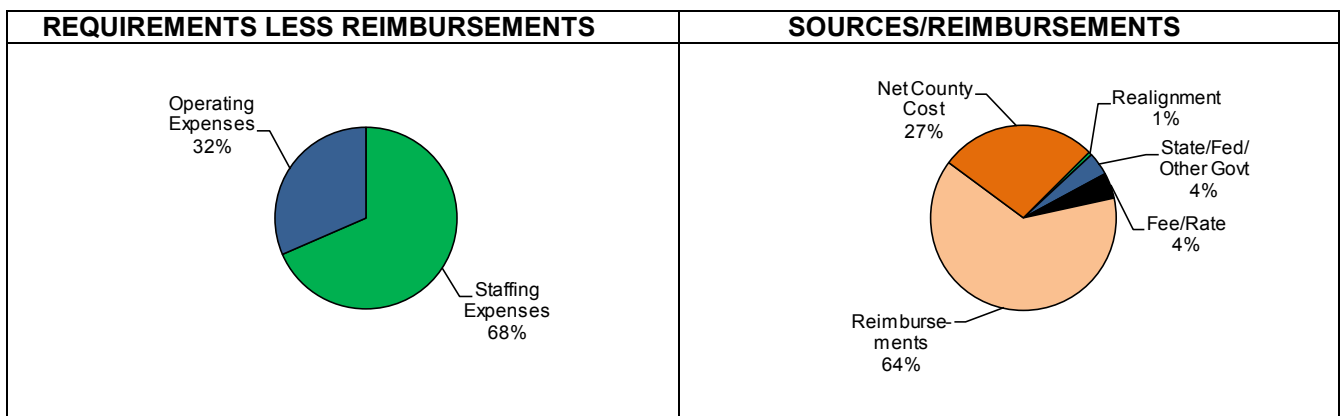
### DESCRIPTION OF MAJOR SERVICES

By court appointment, the Public Guardian-Conservator acts as conservator for any individuals found to be gravely disabled or to lack capacity to manage their finances and provide their own care. A conservator has the responsibility for the conservatee's care, custody and control. The conservator determines where the conservatee lives and ensures his/her daily needs are met. Conservatees must be placed in the least restrictive placement, which may include, but is not limited to the following: medical, psychiatric, nursing, or other licensed facility or state hospital, County hospital, or United States government hospital.

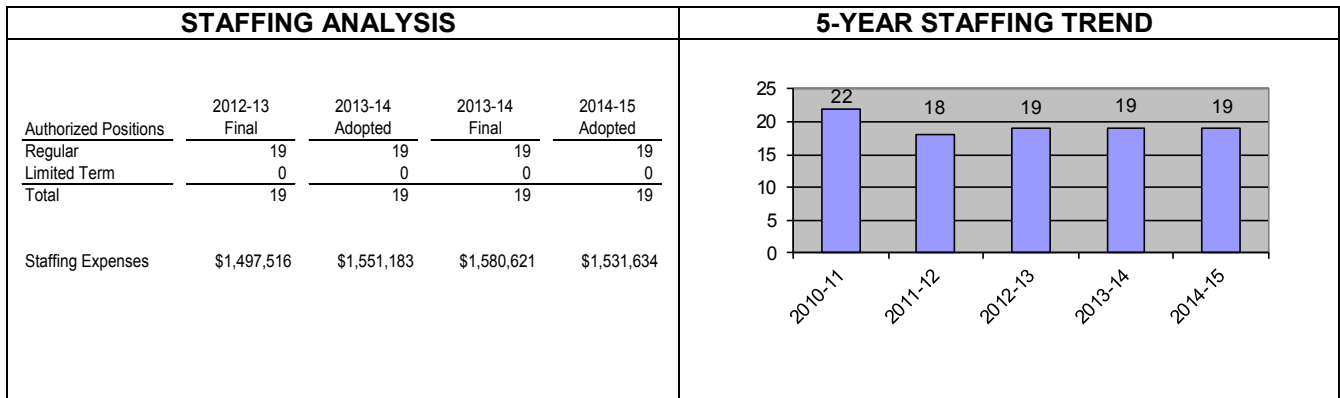
#### Budget at a Glance

Requirements Less Reimbursements*	\$2,236,756
Sources/Reimbursements	\$1,625,143
Net County Cost	\$611,613
Total Staff	19
Funded by Net County Cost	27%
*Includes Contingencies	

### 2014-15 ADOPTED BUDGET



### BUDGETED STAFFING



**ANALYSIS OF 2014-15 ADOPTED BUDGET**

GROUP: Human Services  
DEPARTMENT: DAAS - Public Guardian  
FUND: General

BUDGET UNIT: AAA PGD  
FUNCTION: Public Protection  
ACTIVITY: Other Protection

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2013-14 Final Budget	2014-15 Adopted Budget	Change From 2013-14 Final Budget
<b>Requirements</b>							
Staffing Expenses	1,382,729	1,291,130	1,410,648	1,520,273	1,580,621	1,531,634	(48,987)
Operating Expenses	532,682	751,034	640,965	567,954	727,108	705,122	(21,986)
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	1,915,411	2,042,164	2,051,613	2,088,227	2,307,729	2,236,756	(70,973)
Reimbursements	(1,374,673)	(1,397,484)	(1,358,597)	(1,229,252)	(1,374,808)	(1,422,192)	(47,384)
Total Appropriation	540,738	644,680	693,016	858,975	932,921	814,564	(118,357)
Operating Transfers Out	0	0	0	0	0	0	0
Total Requirements	540,738	644,680	693,016	858,975	932,921	814,564	(118,357)
<b>Sources</b>							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	6,084	0	56,250	12,951	(43,299)
State, Fed or Gov't Aid	242,767	97,054	140,588	155,718	120,600	90,000	(30,600)
Fee/Rate	109,742	135,416	96,316	112,216	110,000	100,000	(10,000)
Other Revenue	643	514	179	(1,572)	0	0	0
Total Revenue	353,152	232,984	243,167	266,362	286,850	202,951	(83,899)
Operating Transfers In	0	0	0	0	0	0	0
Total Sources	353,152	232,984	243,167	266,362	286,850	202,951	(83,899)
Net County Cost	187,586	411,696	449,849	592,613	646,071	611,613	(34,458)
Budgeted Staffing					19	19	0

**MAJOR EXPENDITURES AND REVENUE IN 2014-15 ADOPTED BUDGET**

Major expenditures and revenue represent the following:

- Staffing expenses of \$1.5 million will fund 19 budgeted positions.
- Reimbursements of \$1.4 million represent funding received primarily from the Department of Behavioral Health for conservatee case costs and from the Sheriff/Coroner/Public Administrator for reimbursement of warehouse operation costs.
- Realignment of \$12,951 represents AB109 Criminal Justice program revenue.
- State/federal/other government aid revenue of \$90,000 represents reimbursement for Medi-Cal Administrative Activities (MAA).
- Fee/Rate revenue of \$100,000 represents court-ordered fees paid to the Department from the estates of conservatees.

**BUDGET CHANGES AND OPERATIONAL IMPACT**

Requirements are decreasing by \$118,357 primarily due to an MOU salary adjustment and reduced transfers for shared administrative costs with DAAS and other Human Services divisions. Additionally, requirements for 2013-14 included costs for one-time incentives.

Sources are decreasing by \$83,899 as a result of reduced revenues received for the AB 109 Criminal Justice prisoner release program and fee revenue received from conservatees.

**STAFFING CHANGES AND OPERATIONAL IMPACT**

Staffing expenses of \$1.5 million fund 19 budgeted regular positions. There are no staffing changes.



## 2014-15 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Public Guardian - Conservator	19	0	19	19	0	0	19
Total	19	0	19	19	0	0	19

### Public Guardian - Conservator

#### Classification

- 1 Chief Public Guardian
- 6 Deputy Public Guardian
- 2 Estate Property Specialist
- 1 Fiscal Assistant
- 1 Fiscal Specialist
- 3 Office Assistant III
- 1 Social Service Aide
- 1 Social Service Practitioner
- 1 Staff Analyst II
- 1 Supervising Office Assistant
- 1 Supv. Deputy Public Guardian I
- 19 Total



## CHILD SUPPORT SERVICES

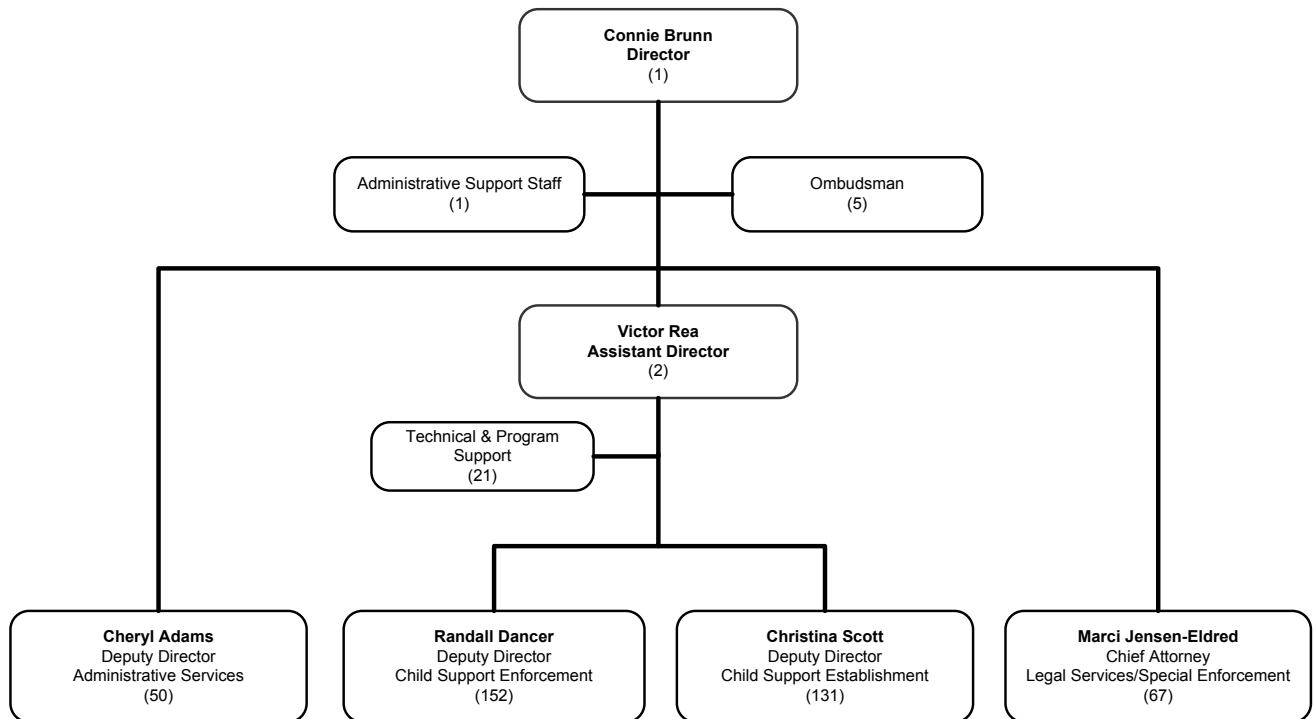
### Connie Brunn

#### DEPARTMENT MISSION STATEMENT

***The County of San Bernardino Department of Child Support Services determines paternity, establishes and enforces child support orders, and secures payments to assist families in meeting the financial and medical needs of their children. The Department provides timely and effective service in a professional manner.***



#### ORGANIZATIONAL CHART



#### 2013-14 ACCOMPLISHMENTS

- Collected \$169.4 million in child support payments in Federal Fiscal Year 2013.
- Ranked second in the State in program cost effectiveness, distributing \$4.35 for each dollar in funding provided to the Department.
- Received the Distributed Collections Award for achieving the greatest percentage increase in distributed collections over the three recent federal fiscal years.
- Continued efforts to ensure availability of services to all County residents by assisting customers with their child support-related issues at Transitional Assistance Department (TAD) offices located throughout the County.
- Participated in several Workforce Development Department Rapid Response sessions, providing information about the child support program and case-specific assistance to individuals who were impacted by employer downsizing.
- Conducted two webinars to provide information to employers on their role in the child support program.





- Attended numerous outreach events, including targeted outreach to military personnel, to provide resources and available services to County residents needing assistance with child support-related issues.
- Continued to work with the Probation Department and the AB 109 program, making presentations at Day Reporting Centers throughout the County to provide child support program information and case specific remedies to probationers.
- Participated in Re-Entry Support Team monthly meetings for the cities of Fontana and Rialto, providing case-specific assistance to recently-released parolees with child support cases.
- Conducted 17 outreach sessions at hospitals and birthing facilities, providing instruction on the preparation and submission of paternity declarations, resulting in submission and accuracy rates significantly higher than the statewide average.
- Developed and implemented a Program Information Kit which provides information to custodial parents about the child support process to assist in the management of their case.
- Implemented electronic recording of real property liens for child support judgments resulting in increased department efficiencies.

## COUNTY GOALS AND OBJECTIVES AND DEPARTMENT PERFORMANCE MEASURES

**COUNTY GOAL:** PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS  
**Objective(s):** • To the maximum extent legally allowed, utilize County programs to move participants to self-sufficiency.

**Department Strategy:**

- Work in collaboration with parents to obtain accurate and appropriate child support orders for families in San Bernardino County.
- Increase the collection of current child support which will result in more money being received by San Bernardino county families.
- Educate parents about the child support program and the importance of paying consistently and the need for reliable child support on a monthly basis.

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
Percentage of current child support collected compared to the total current child support due	61%	64%	64%	66%

**COUNTY GOAL:** PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS  
**Objective(s):** • To the maximum extent legally allowed, utilize County programs to move participants to self-sufficiency.

**Department Strategy:**

- Continue to utilize a dedicated team for the collection of child support arrears/past due child support with a focus on increased collections.
- Work with the San Bernardino Courts on non-DCSS cases to prevent the accumulation of child support arrears by involving Child Support Services early in the process.

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
Percentage of child support cases with a collection of arrears compared to the total child support cases with arrears owed.	65%	66%	69%	69%



**COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS**

**Objective(s):** • *Maximize the utilization of Federal and State programs and funding to address the needs of County residents.*

**Department Strategy:** • *Implement efficiencies in department business processes in order to increase collections and improve cost effectiveness.*  
 • *Continue to implement efficient processes regarding the Automated Statewide Child Support System to identify changes that will improve collections and cost effectiveness.*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
Amount of child support collected for every dollar expensed.	\$4.34	\$4.34	\$4.35	\$4.35

**SUMMARY OF BUDGET UNITS**

2014-15						
	Requirements	Sources	Net County Cost	Fund Balance	Net Budget	Staffing
<b>General Fund</b>						
Child Support Services	40,039,593	40,039,593	0			430
Total General Fund	40,039,593	40,039,593	0			430
<b>Total - All Funds</b>	40,039,593	40,039,593	0	0	0	430

**5-YEAR REQUIREMENTS TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Child Support Services	39,696,127	38,934,431	39,685,993	40,566,712	40,039,593
<b>Total</b>	<b>39,696,127</b>	<b>38,934,431</b>	<b>39,685,993</b>	<b>40,566,712</b>	<b>40,039,593</b>

**5-YEAR SOURCES TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Child Support Services	39,696,127	38,934,431	39,685,993	40,566,712	40,039,593
<b>Total</b>	<b>39,696,127</b>	<b>38,934,431</b>	<b>39,685,993</b>	<b>40,566,712</b>	<b>40,039,593</b>

**5-YEAR NET COUNTY COST TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Child Support Services	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



## Child Support Services

### DESCRIPTION OF MAJOR SERVICES

The Department of Child Support Services (DCSS) promotes family self-sufficiency by helping parents meet their mutual obligation to provide financial and medical support for their children. These services are offered throughout San Bernardino County with offices located in the high desert, the west end, and the greater San Bernardino area.

#### Budget at a Glance

Requirements Less Reimbursements*	\$40,039,593
Sources/Reimbursements	\$40,039,593
Net County Cost	\$0
Total Staff	430
Funded by Net County Cost	0%

\*Includes Contingencies

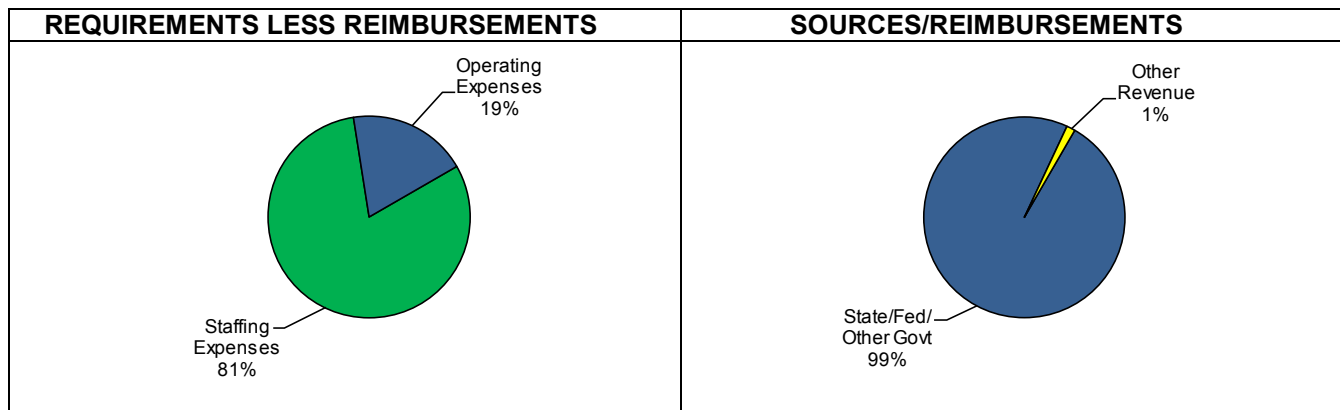
DCSS is dedicated to administering the program in a manner that puts the needs of the children first and foremost. The belief that working collaboratively with parents in understanding and meeting their obligations is a fundamental element in the success of the program.

The services provided by DCSS include the following:

- Locating parents to establish court orders for paternity, child and medical support.
- Enforcing court orders for child, family, spousal and medical support.
- Securing child support payments.
- Maintaining records of payments made and balances due.
- Modifying court orders when appropriate.

Additionally, DCSS offers services to assist customers with concerns that may arise in the progress of their case. The Ombudsman program administers the Complaint Resolution process, in which customers have the opportunity to raise concerns with the processing of their case, pursue resolution, and obtain information about the child support program and their rights and responsibilities.

### 2014-15 ADOPTED BUDGET



**BUDGETED STAFFING**

STAFFING ANALYSIS					5-YEAR STAFFING TREND				
Authorized Positions	2012-13 Final	2013-14 Adopted	2013-14 Final	2014-15 Adopted					
Regular	434	434	434	430					
Limited Term	1	0	0	0					
Total	435	434	434	430					
Staffing Expenses	\$32,073,284	\$32,833,296	\$32,838,846	\$32,304,309					

**ANALYSIS OF 2014-15 ADOPTED BUDGET**

GROUP: Human Services  
DEPARTMENT: Child Support Services  
FUND: General

BUDGET UNIT: AAA DCS  
FUNCTION: Public Protection  
ACTIVITY: Judicial

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2013-14 Final Budget	2014-15 Adopted Budget	Change From 2013-14 Final Budget
<b>Requirements</b>							
Staffing Expenses	30,602,092	30,878,412	31,210,827	32,817,028	32,838,846	32,304,309	(534,537)
Operating Expenses	8,908,877	7,951,067	7,587,812	7,561,288	7,569,865	7,645,284	75,419
Capital Expenditures	310,853	232,668	100,033	190,578	190,662	90,000	(100,662)
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	39,821,822	39,062,147	38,898,672	40,568,894	40,599,373	40,039,593	(559,780)
Reimbursements	(125,694)	(128,181)	(130,098)	(69,972)	(32,661)	0	32,661
Total Appropriation	39,696,128	38,933,966	38,768,574	40,498,922	40,566,712	40,039,593	(527,119)
Operating Transfers Out	0	0	0	0	0	0	0
Total Requirements	39,696,128	38,933,966	38,768,574	40,498,922	40,566,712	40,039,593	(527,119)
<b>Sources</b>							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	39,268,735	38,864,818	38,726,391	39,557,980	39,557,980	39,487,792	(70,188)
Fee/Rate	0	0	0	0	0	0	0
Other Revenue	427,392	67,376	41,963	961,702	1,008,732	551,801	(456,931)
Total Revenue	39,696,127	38,932,194	38,768,354	40,519,682	40,566,712	40,039,593	(527,119)
Operating Transfers In	0	0	0	0	0	0	0
Total Sources	39,696,127	38,932,194	38,768,354	40,519,682	40,566,712	40,039,593	(527,119)
Net County Cost	1	1,772	220	(20,760)	0	0	0
Budgeted Staffing					434	430	(4)

**MAJOR EXPENDITURES AND REVENUE IN 2014-15 ADOPTED BUDGET**

Major requirements and sources include the following:

- Staffing expenses of \$32.3 million fund 430 budgeted positions.
- Operating expenses of \$7.6 million include COWCAP, professional services contracts, telephone services, mail services, leases, and other operating costs.

Sources of \$40.0 million primarily represent the federal and state allocation to fund child support operations. DCSS has no Net County Cost.



## BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements are decreasing by \$527,119, primarily due to the deletion of 4 positions and the one-time employee incentive payment in 2013-14.

In 2013-14, the department received a one-time adjustment in other revenue. No adjustment is anticipated for 2014-15; therefore, sources are expected to decrease by approximately \$527,119. In 2014-15, federal and state funding allocations are anticipated to remain at the level adopted in 2013-14.

## STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$32.3 million fund 430 budgeted regular positions. The budget includes a reduction of 4 positions: 1 Attorney, 1 Program Specialist, and 2 Child Support Officers. The deletion of these positions is necessitated by the anticipated increases in expenditures, primarily in COWCAP and retirement costs. This staffing reduction will require redistribution of workload among existing staff.

## 2014-15 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Director and Ombudsman	7	0	7	7	0	0	7
Asst Director, Technical & Prog Support	23	0	23	21	2	0	23
Administrative Services	50	0	50	48	2	0	50
Child Support Enforcement	152	0	152	145	7	0	152
Child Support Establishment	131	0	131	123	8	0	131
Legal Services and Special Enforcement	67	0	67	64	3	0	67
Total	430	0	430	408	22	0	430

Director and Ombudsman	Asst Director, Technical & Prog. Support	Administrative Services
<u>Classification</u>	<u>Classification</u>	<u>Classification</u>
1 Director of Child Support	1 Assistant Director of Child Support	1 Deputy Director, Child Support
1 Executive Secretary II	1 Automated Systems Analyst I	1 Accountant II
4 Child Support Officer II	3 Automated Systems Technician	1 Accountant III
1 Supervising Child Support Officer	1 Business Applications Manager	3 Accounting Technician
7 Total	1 Business Systems Analyst II	1 Administrative Supervisor II
	1 Business Systems Analyst III	1 Child Support Accounting Supervisor
	1 Department Systems Engineer	1 Child Support Assistant
	1 IT Technical Assistant	21 Child Support Officer I / Child Support Trainee
	1 Secretary II	4 Child Support Officer II
	1 Statistical Analyst	3 Supervising Child Support Officer
	1 Supervising Auto Systems Analyst II	1 Child Support Operations Manager
	1 Program Specialist II	4 Fiscal Assistant
	1 Media Specialist	2 Payroll Specialist
	1 Training & Development Supervisor	3 Staff Analyst II
	3 Staff Training Instructor	2 Storekeeper
	4 Program Specialist I	1 Secretary I
	23 Total	50 Total
Child Support Enforcement	Child Support Establishment	Legal Services & Special Enforcement
<u>Classification</u>	<u>Classification</u>	<u>Classification</u>
1 Deputy Director, Child Support	1 Deputy Director, Child Support	1 Child Support Chief Attorney
16 Child Support Assistant	19 Child Support Assistant	9 Child Support Assistant
3 Child Support Assistant Ops Mgr	70 Child Support Officer I / Trainee	14 Child Support Attorney III
4 Child Support Operations Manager	10 Child Support Officer II	27 Child Support Officer I
85 Child Support Officer I / Trainee	3 Child Support Operations Manager	5 Child Support Officer II
16 Child Support Officer II	17 Office Assistant II	2 Child Support Operations Manager
9 Office Assistant II	9 Supervising Child Support Officer	2 Office Assistant III
3 Office Assistant III	2 Supervising Office Assistant	1 Secretary I
14 Supervising Child Support Officer	131 Total	2 Supervising Child Support Attorney
1 Secretary I		4 Supervising Child Support Officer
152 Total		67 Total



## Wraparound Reinvestment Fund

### DESCRIPTION OF MAJOR SERVICES

The Wraparound Services Program was created through Senate Bill (SB) 163, Chapter 795, Statutes of 1997, and is an intensive, community-based and family-centered process designed to allow children with serious behavior and/or emotional difficulties to remain in their community at the lowest level of care possible instead of being placed in a group home setting. Payments for Wraparound Services are included in the Aid to Families with Dependent Children (AFDC) – Foster Care budget unit. This bill allows counties to accumulate savings realized from a wraparound program and requires that the savings be reinvested in a Child Welfare Services Program.

Contracts have been established with four agencies to provide wide Wraparound Program Services to high risk children. These contracts stipulate that the County will retain 5% of the monthly Wraparound Foster Care payments for federally eligible cases and 10% of the monthly Wraparound Foster Care payments for non-federally eligible cases.

This budget unit will provide funding to 1) reinvest in services for youth in placement while they are being assessed for residential based services, 2) enhance services provided to foster care children and their families 3) expand services to youth aging out of the foster care system in order to promote self-sufficiency in these young adults, and 4) provide matching funds to access additional federal funding in support of the Child Welfare Services Program.

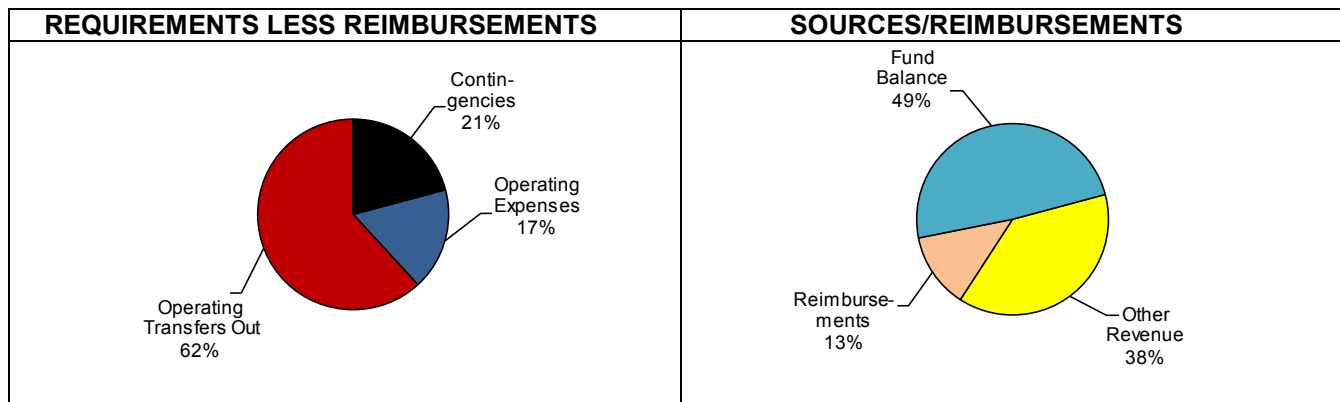
This budget unit requires no Discretionary General Funding (Net County Cost) since amounts are withheld from existing AFDC – Foster Care maintenance payments.

#### Budget at a Glance

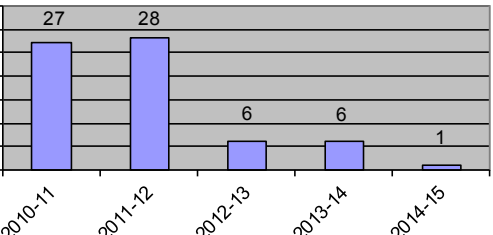
Requirements Less Reimbursements*	\$15,745,232
Sources/Reimbursements	\$8,035,000
Fund Balance	\$7,710,232
Use of Fund Balance	\$4,431,638
Total Staff	1

\*Includes Contingencies

### 2014-15 ADOPTED BUDGET



**BUDGETED STAFFING**

STAFFING ANALYSIS					5-YEAR STAFFING TREND				
Authorized Positions	2012-13 Final	2013-14 Adopted	2013-14 Final	2014-15 Adopted					
Regular	1	1	1	1					
Limited Term	5	5	5	0					
Total	6	6	6	1					
Staffing Expenses	\$263,436	\$302,370	\$302,370	\$48,171					

**SUMMARY OF BUDGET UNITS**

2014-15					
	Requirements	Sources	Net County Cost	Fund Balance	Net Budget
<b>Special Revenue Funds</b>					
Wraparound Reinvestment Fund	13,745,232	6,035,000		7,710,232	1
Total Special Revenue Funds	13,745,232	6,035,000		7,710,232	1

**5-YEAR REQUIREMENTS TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Wraparound Reinvestment Fund	10,385,375	15,099,820	20,787,746	15,549,078	13,745,232
<b>Total</b>	<b>10,385,375</b>	<b>15,099,820</b>	<b>20,787,746</b>	<b>15,549,078</b>	<b>13,745,232</b>

**5-YEAR SOURCES TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Wraparound Reinvestment Fund	6,550,990	6,291,697	8,744,911	7,935,000	6,035,000
<b>Total</b>	<b>6,550,990</b>	<b>6,291,697</b>	<b>8,744,911</b>	<b>7,935,000</b>	<b>6,035,000</b>

**5-YEAR FUND BALANCE TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Wraparound Reinvestment Fund	3,834,385	8,808,123	12,042,835	7,614,078	7,710,232
<b>Total</b>	<b>3,834,385</b>	<b>8,808,123</b>	<b>12,042,835</b>	<b>7,614,078</b>	<b>7,710,232</b>



**ANALYSIS OF 2014-15 ADOPTED BUDGET**

GROUP: Human Services  
DEPARTMENT: Human Services  
FUND: Wraparound Reinvestment Fund

BUDGET UNIT: SIN BHI  
FUNCTION: Public Assistance  
ACTIVITY: Aid Program

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2013-14 Final Budget	2014-15 Adopted Budget	Change From 2013-14 Final Budget
<b>Requirements</b>							
Staffing Expenses	650,051	1,203,198	189,625	108,906	302,370	48,171	(254,199)
Operating Expenses	2,250,552	3,257,484	1,915,383	3,200,344	3,374,405	2,722,371	(652,034)
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	3,776,701	3,278,594	(498,107)
Total Exp Authority	2,900,603	4,460,682	2,105,008	3,309,250	7,453,476	6,049,136	(1,404,340)
Reimbursements	(1,331,186)	(1,378,400)	(1,682,492)	(1,094,695)	(2,160,000)	(2,000,000)	160,000
Total Appropriation	1,569,417	3,082,282	422,516	2,214,555	5,293,476	4,049,136	(1,244,340)
Operating Transfers Out	0	0	10,087,889	5,000,000	10,255,602	9,696,096	(559,506)
Total Requirements	1,569,417	3,082,282	10,510,405	7,214,555	15,549,078	13,745,232	(1,803,846)
<b>Sources</b>							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	0	0	0	0	0	0	0
Fee/Rate	0	0	0	0	0	0	0
Other Revenue	6,550,990	6,309,157	6,071,418	7,310,709	7,935,000	6,035,000	(1,900,000)
Total Revenue	6,550,990	6,309,157	6,071,418	7,310,709	7,935,000	6,035,000	(1,900,000)
Operating Transfers In	0	0	0	0	0	0	0
Total Sources	6,550,990	6,309,157	6,071,418	7,310,709	7,935,000	6,035,000	(1,900,000)
Fund Balance					7,614,078	7,710,232	96,154
Budgeted Staffing					6	1	(5)

**MAJOR EXPENDITURES AND REVENUE IN 2014-15 ADOPTED BUDGET**

Requirements of \$13.7 million are made up of the following:

- \$48,171 in staffing expenses which funds 1 position.
- \$2.7 million in operating expenses which is made up of services and supplies, travel and public assistance expenses to provide support services to children in need.
- \$3.3 million to contingencies to be set aside for future use.
- \$9.7 million in operating transfers out;
  - \$5.2 million to the Human Services Administrative Claim budget unit to provide matching funds which will allow access to additional federal funding in support of the Child Welfare Services Program which is administered by Children and Family Services.
  - \$4.5 million to the Foster Care budget unit to offset the use of Realignment which is used for the mandated match required to draw the federal and state funding.

Reimbursements and sources totaling \$8.0 million are anticipated from unexpended funds that will be recovered from contractors as each annual contract settlement is concluded.

**BUDGET CHANGES AND OPERATIONAL IMPACT**

A decrease of \$1.8 million in requirements includes the following:

- Staffing expenses are decreasing by \$254,199 due to a reduction of 5 positions.
- Operating expenses are decreasing by \$652,034 due to an overall reduction in expenditures.
- Reimbursements are decreasing by \$160,000 because of lower retentions of wraparound services payments from wraparound care providers.
- Contingencies are decreasing by \$498,107 based on fund balance available to be used to cover future Wraparound Services program payments.
- Operating transfers out are decreasing by \$559,506 because of reduced need for matching funds for Child Welfare Services Programs.





Sources are decreasing by \$1.9 million due to a more realistic expectation of revenues when comparing the actual revenue from multiple prior years.

## STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$48,171 fund 1 budgeted position. Recent staff reductions have not resulted in the reduction of services to children because those services are now being provided by staff in the Human Services Administrative Claim budget.

### 2014-15 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Family to Family Program	1	0	1	1	0	0	1
Total	1	0	1	1	0	0	1

#### Family to Family Program

##### Classification

1	Peer and Family Assistant I
1	Total



## Human Services Subsistence Budgets - Consolidated

### DESCRIPTION OF MAJOR SERVICES

**Aid to Indigents (General Relief)** provides mandated County subsistence in the form of cash aid for food, shelter and transportation to indigents who do not meet categorical eligibility requirements for state and federally funded programs. These general relief payments facilitate transition to an employable status and/or provide interim assistance pending receipt of Social Security Income (SSI) benefits. Revenue under this program represents retroactive SSI payments which the County receives as reimbursements for general relief assistance provided to SSI eligible indigents prior to their enrollment in the SSI program and reimbursements made by non-SSI eligible indigents when assistance under this program is no longer needed.

#### Budget at a Glance

Requirements Less Reimbursements*	\$523,397,339
Sources/Reimbursements	\$494,499,950
Net County Cost	\$28,897,389
Total Staff	0
Funded by Net County Cost	6%
*Includes Contingencies	

**Domestic Violence/Child Abuse Services** provides for a number of contracts with agencies to ensure temporary shelter, food, transportation, emergency services and treatment/counseling for adults and children who are victims of domestic violence and child abuse. The domestic violence program under SB 1246 is funded by a surcharge on marriage licenses and court fines imposed in domestic violence cases. The child abuse prevention program is funded by (1) realignment and (2) revenue generated from a surcharge placed on certified copies of birth certificates. Revenues from the surcharges are deposited into special revenue funds and used to fund the payments to contractors. These three revenue sources provide 100% of the funding for this program.

**Entitlement Payments (Childcare)** provides for the Stage 1 Childcare Program administered by the Transitional Assistance Department (TAD). This program is one of the major programs of federal welfare reform and the resulting State CalWORKs program and is intended to fund childcare for CalWORKs recipients who are seeking employment or have obtained employment. Childcare provider payments are 100% federally and state funded through reimbursements by the state.

**Out-of-Home Child Care** provides assistance grants for room, board and care for children pending determination of eligibility for state or federal aid, those who are ineligible due to other resources or those who are undocumented residents. Some of these children have serious emotional and medical problems which increase the difficulty of locating appropriate facilities for care. Costs for this program can fluctuate based on the unique nature and requirements of each individual case and are funded with Discretionary General Funding (Net County Cost).

**Aid to Adoptive Children** program provides financial assistance to adoptive parents who would otherwise not be able to provide for a child's special needs. The children are either personally disadvantaged, physically handicapped or adolescents. This program enables hard-to-place children to be adopted and taken out of the higher cost Foster Care program. This budget unit is approximately 42% federally funded. The remaining 58% is funded with realignment and Discretionary General Funding (Net County Cost).

**AFDC-Foster Care** provides aid payments for children living in foster homes and group care facilities. The Foster Care caseload consists of cases from both Children and Family Services (CFS) (approximately 90%) and Probation (approximately 10%). The cost of Probation related foster care cases is approximately 2 times greater than CFS cases due to the higher levels of care required for these juveniles. There are two funding eligibility criteria in the Foster Care Program, federal (federal, state and County participation) and non-federal (state and County only). Foster Care placements are generally eligible for federal financial participation if the parents meet the previous Aid to Families with Dependent Children (AFDC) Program criteria.

- For federal cases, the cost-sharing ratios are now approximately 45% federal and 55% County.
- For non-federal cases all costs are borne by the County.
- All County share-of-cost is mandated and is funded with realignment and Discretionary General Funding (Net County Cost).



**Refugee Cash Assistance** provides assistance payments for a maximum of eight months to all refugees who cannot meet the requirements for the Refugee Demonstration Project and CalWORKs programs. This is a Federally funded program.

**Cash Assistance for Immigrants** program, under AB 2779, provides cash assistance to aged, blind and disabled legal immigrants who meet the Supplemental Security Income/State Supplementary Payment (SSI/SSP) immigration status requirements in effect on August 21, 1998, and all other current SSI/SSP eligibility requirements, yet are no longer eligible for SSI/SSP solely due to their immigration status. This program is 100% state funded.

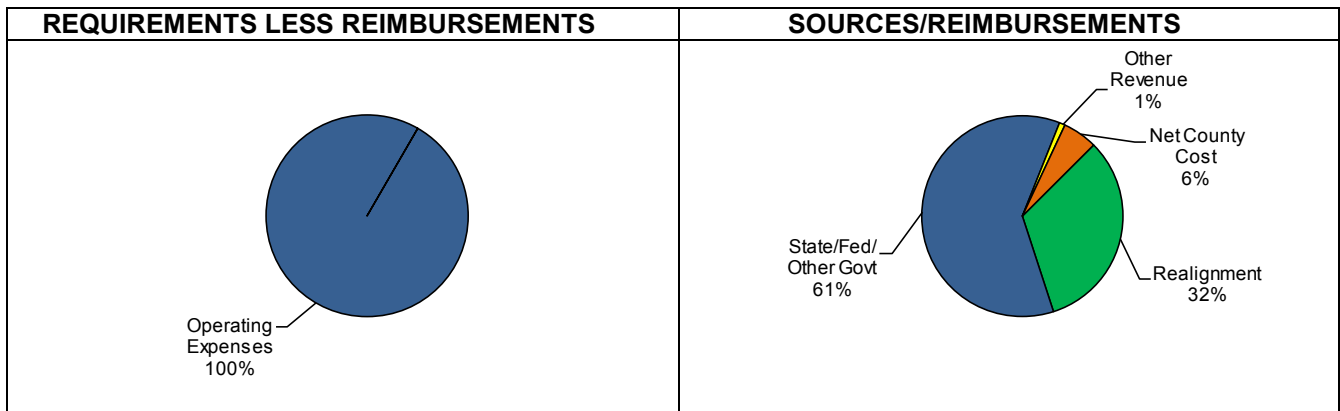
**CalWORKs – All Other Families** provides CalWORKs assistance payments to families eligible for aid and includes all cases that have not been identified as two-parent or zero-parent families. The federal and state governments reimburse 97.5% of the costs for this program. Approximately 47.2% of state funding is realignment. The mandated 2.5% County share is funded by Discretionary General Funding (Net County Cost).

**Kinship Guardianship Assistance Program (Kin-Gap)** provides a subsidy to children who leave the juvenile court dependency system to live with a relative legal guardian. It offers relative caregivers of dependent children an option for providing a permanent home to these children. To be eligible for the program, the child must have lived with the relative at least 12 consecutive months, the relative guardianship must be established pursuant to Welfare and Institutions Code 366.26, and the juvenile court dependency for the child must be dismissed. Movement to the Kin-Gap program is not automatic. The court, with a recommendation from the social worker, has discretion regarding whether termination of dependency is in the child's best interest. This program is approximately 40% federally funded. The remaining 60% is funded with realignment and Discretionary General Funding (Net County Cost).

**CalWORKs – 2 Parent Families** provides payments to resident families who are eligible for aid in accordance with state law. This budget includes all cases identified as having two parents in the home or in which the parents are excluded from, or ineligible for, CalWORKs. The federal and state governments reimburse 97.5% of the costs for this program. The mandated County share of 2.5% is funded by Discretionary General Funding (Net County Cost).

There is no staffing associated with these budget units. Services for the above programs are provided by staff budgeted in the Human Services (HS) Administrative Claim budget unit.

## 2014-15 ADOPTED BUDGET



**SUMMARY OF BUDGET UNITS**

	2014-15				
	Requirements	Sources	Net County Cost	Fund Balance	Net Budget
<b>General Fund</b>					
Aid to Indigents	1,476,197	370,000	1,106,197		0
Domestic Violence/Child Abuse Services	531,812	531,812	0		0
Entitlement Payments (Child Care)	26,360,535	26,360,535	0		0
Out-of-Home Child Care	860,566	0	860,566		0
Aid to Adoptive Children	59,208,232	57,158,712	2,049,520		0
AFDC - Foster Care	124,188,480	106,773,073	17,415,407		0
Refugee Cash Assistance	91,197	81,197	10,000		0
Cash Assistance for Immigrants	2,121,954	2,121,954	0		0
CalWORKs - All Other Families	255,137,220	249,744,925	5,392,295		0
Kinship Guardianship Assistance Program	8,741,496	7,700,659	1,040,837		0
CalWORKs - 2 Parent Families	43,900,248	42,877,681	1,022,567		0
Total General Fund	522,617,937	493,720,548	28,897,389	0	0



**5-YEAR REQUIREMENTS TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Aid to Indigents	1,624,440	1,735,192	1,782,116	1,661,197	1,476,197
Domestic Violence/Child Abuse Services	443,526	531,812	531,812	531,812	531,812
Entitlement Payments (Child Care)	33,372,813	21,131,292	28,468,013	31,244,447	26,360,535
Out-of-Home Child Care	660,561	660,566	810,566	860,566	860,566
Aid to Adoptive Children	46,780,825	48,832,702	52,913,715	56,834,041	59,208,232
AFDC - Foster Care	95,010,332	102,446,301	116,663,120	123,050,568	124,188,480
Refugee Cash Assistance	46,993	67,738	77,075	100,918	91,197
Cash Assistance for Immigrants	1,087,121	1,347,984	1,734,203	1,924,374	2,121,954
CalWORKs - All Other Families	267,451,501	240,302,975	249,805,920	251,826,880	255,137,220
Kinship Guardianship Assistance Program	5,818,578	6,011,744	6,852,298	8,185,732	8,741,496
Seriously Emotionally Disturbed Children	4,798,304	0	0	0	0
CalWORKs - 2 Parent Families	42,389,097	38,517,409	40,896,298	41,026,722	43,900,248
<b>Total</b>	<b>499,484,091</b>	<b>461,585,715</b>	<b>500,535,136</b>	<b>517,247,257</b>	<b>522,617,937</b>

**5-YEAR SOURCES TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Aid to Indigents	426,644	546,639	495,375	505,000	370,000
Domestic Violence/Child Abuse Services	443,526	531,812	531,812	531,812	531,812
Entitlement Payments (Child Care)	33,372,453	21,125,835	28,468,013	31,244,447	26,360,535
Out-of-Home Child Care	3,147	0	0	0	0
Aid to Adoptive Children	45,180,381	46,846,932	50,964,195	54,884,521	57,158,712
AFDC - Foster Care	82,341,130	89,416,852	102,714,103	105,735,312	106,773,073
Refugee Cash Assistance	45,313	67,738	77,075	100,918	81,197
Cash Assistance for Immigrants	1,087,666	1,347,984	1,734,203	1,924,374	2,121,954
CalWORKs - All Other Families	261,883,554	233,981,273	243,560,772	245,616,208	249,744,925
Kinship Guardianship Assistance Program	4,621,077	5,188,829	5,518,309	7,268,722	7,700,659
Seriously Emotionally Disturbed Children	3,774,992	0	0	0	0
CalWORKs - 2 Parent Families	41,306,819	37,535,866	39,873,890	40,038,554	42,877,681
<b>Total</b>	<b>474,486,702</b>	<b>436,589,760</b>	<b>473,937,747</b>	<b>487,849,868</b>	<b>493,720,548</b>

**5-YEAR NET COUNTY COST TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Aid to Indigents	1,197,796	1,188,553	1,286,741	1,156,197	1,106,197
Domestic Violence/Child Abuse Services	0	0	0	0	0
Entitlement Payments (Child Care)	360	5,457	0	0	0
Out-of-Home Child Care	657,414	660,566	810,566	860,566	860,566
Aid to Adoptive Children	1,600,444	1,985,770	1,949,520	1,949,520	2,049,520
AFDC - Foster Care	12,669,202	13,029,449	13,949,017	17,315,256	17,415,407
Refugee Cash Assistance	1,680	0	0	0	10,000
Cash Assistance for Immigrants	(545)	0	0	0	0
CalWORKs - All Other Families	5,567,947	6,321,702	6,245,148	6,210,672	5,392,295
Kinship Guardianship Assistance Program	1,197,501	822,915	1,333,989	917,010	1,040,837
Seriously Emotionally Disturbed Children	1,023,312	0	0	0	0
CalWORKs - 2 Parent Families	1,082,278	981,543	1,022,408	988,168	1,022,567
<b>Total</b>	<b>24,997,389</b>	<b>24,995,955</b>	<b>26,597,389</b>	<b>29,397,389</b>	<b>28,897,389</b>



## ANALYSIS OF 2014-15 ADOPTED BUDGET

GROUP: Human Services  
DEPARTMENT: Human Services Subsistence  
FUND: General

BUDGET UNIT: Various  
FUNCTION: Public Assistance  
ACTIVITY: Aid Programs

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2013-14 Final Budget	2014-15 Adopted Budget	Change From 2013-14 Final Budget
<b>Requirements</b>							
Staffing Expenses	0	0	0	0	0	0	0
Operating Expenses	500,221,044	462,275,843	470,192,568	485,787,744	518,026,659	523,397,339	5,370,680
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	500,221,044	462,275,843	470,192,568	485,787,744	518,026,659	523,397,339	5,370,680
Reimbursements	(825,444)	(712,333)	(755,768)	(777,926)	(779,402)	(779,402)	0
Total Appropriation	499,395,600	461,563,510	469,436,800	485,009,818	517,247,257	522,617,937	5,370,680
Operating Transfers Out	0	0	0	0	0	0	0
Total Requirements	499,395,600	461,563,510	469,436,800	485,009,818	517,247,257	522,617,937	5,370,680
<b>Sources</b>							
Taxes	0	0	0	0	0	0	0
Realignment	36,843,043	130,852,212	135,832,835	153,302,411	164,773,628	169,312,209	4,538,581
State, Fed or Gov't Aid	435,168,514	305,028,947	301,519,375	295,228,472	316,801,100	317,988,199	1,187,099
Fee/Rate	1,869,596	0	0	1,773,291	770,140	1,550,140	780,000
Other Revenue	550,477	684,962	487,201	308,254	505,000	370,000	(135,000)
Total Revenue	474,431,630	436,566,121	437,839,411	450,612,429	482,849,868	489,220,548	6,370,680
Operating Transfers In	(33,419)	0	5,000,000	5,000,000	5,000,000	4,500,000	(500,000)
Total Sources	474,398,211	436,566,121	442,839,411	455,612,429	487,849,868	493,720,548	5,870,680
Net County Cost	24,997,389	24,997,389	26,597,389	29,397,389	29,397,389	28,897,389	(500,000)
Budgeted Staffing					0	0	0

**Consolidated Human Services Subsistence Funds** are increasing requirements by \$5.4 million due to a combination of caseload and grant payment increases in HS Subsistence budget units. Sources are increasing by \$5.9 million which includes an increase of \$4.5 million in realignment funds and an increase of \$1.2 million in federal and state revenue. The effect of caseload growth and placement/grant cost increases in these programs as related to required matching funds and the resulting changes to realignment needs is outlined in a table included in the HS Administrative Claim budget unit. Net County Cost is being reduced by \$500,000 due to a combination of caseload increases/decreases and a restoration of Child Support collections revenue that has been restored by the state, which offsets the need for additional Net County Cost.

## Realignment Breakdown and History 2011-2015 (In Millions)

	2011-12 Actual		2012-13 Actual		2013-14 Actual		2013-14 Final Budget		2014-15 Adopted Budget		Change from Final	
	R 1	R 2	R 1	R 2	R 1	R 2	R 1	R 2	R 1	R 2	R 1	R 2
Domestic Violence	-	0.5	-	0.5	-	0.5	-	0.5	-	0.5	-	-
Aid to Adoptive Children	5.1	21.3	5.6	22.9	6.2	24.4	6.6	25.1	6.6	26.0	-	0.9
AFDC - Foster Care	32.7	28.4	27.5	27.8	25.6	26.0	31.3	35.1	29.2	33.7	(2.1)	(1.4)
Kinship Guardianship	-	-	-	4.1	-	2.6	-	3.7	-	2.8	-	(0.9)
CalWORKs Cash Aid	-	42.9	-	47.4	-	67.9	-	62.4	-	70.5	-	8.1
Total	37.8	93.1	33.1	102.7	31.8	121.4	37.9	126.8	35.8	133.5	(2.1)	6.7
Grand Total		130.9		135.8		153.3		164.7		169.3		4.6

R1 = Social Services Realignment (1991)

R2 = 2011 Realignment



**DETAIL OF 2014-15 ADOPTED BUDGET**

	2014-15			
	Requirements	Sources	Net County Cost	Staffing
<b>Subsistence Budgets</b>				
Aid to Indigents (Fund AAA ATI)	1,476,197	370,000	1,106,197	0
Domestic Violence/Child Abuse Services (Fund AAA DVC)	531,812	531,812	0	0
Entitlement Payments (Child Care) (Fund AAA ETP)	26,360,535	26,360,535	0	0
Out-of-Home Child Care (Fund AAA OCC)	860,566	0	860,566	0
Aid to Adoptive Children (AAB ATC)	59,208,232	57,158,712	2,049,520	0
AFDC - Foster Care (Fund AAB BHI)	124,188,480	106,773,073	17,415,407	0
Refugee Cash Assistance (AAB CAP)	91,197	81,197	10,000	0
Cash Assistance for Immigrants (AAB CAS)	2,121,954	2,121,954	0	0
CalWORKs - All Other Families (AAB FGR)	255,137,220	249,744,925	5,392,295	0
Kinship Guardianship Assistance Program (AAB KIN)	8,741,496	7,700,659	1,040,837	0
CalWORKs - 2 Parent Families (Fund AAB UPP)	43,900,248	42,877,681	1,022,567	0
Total Subsistence Funds	522,617,937	493,720,548	28,897,389	0

**BUDGET CHANGES AND OPERATIONAL IMPACT**

**Aid to Indigents (General Relief)** includes operating expenses of \$1.5 million which provides cash aid for food, shelter and transportation as well as SSI advocacy legal fees to indigents who do not meet categorical eligibility requirements for state and federally funded programs. Due to anticipated caseload decreases, total requirements will decrease by \$185,000. This caseload decrease, combined with a \$135,000 reduction in sources due to declining SSI referrals, results in a \$50,000 decrease in Net County Cost to \$1.1 million.

**Domestic Violence/Child Abuse Services** includes operating expenses of \$1.3 million which funds contracts with agencies to ensure temporary shelter, food, transportation, emergency services and treatment/counseling for adults and children who are victims of domestic violence and child abuse. Reimbursements of \$779,402 are from a surcharge placed on certified copies of birth certificates, marriage licenses and court fines imposed in domestic violence cases. Sources of \$531,812 represent realignment funding that is dedicated to the child abuse prevention program. There is no change to this budget unit from the prior year.

**Entitlement Payments (Child Care)** includes operating expenses of \$26.4 million which provides payments to childcare providers for CalWORKs Stage 1 childcare. The requirements and sources for 2014-15 will be decreased by \$4.9 million. The proposed 2014-15 Governor's budget reduced funding for this program requiring this decrease in available funding for County Welfare to Work participants.

**Out-of-Home Child Care** includes operating expenses of \$860,566 which provides assistance grants for room, board and care for children.

**Aid to Adoptive Children** includes operating expenses of \$59.2 million which provides assistance to adoptive parents who would otherwise not be able to provide for a child's special needs. Total requirements are projected to increase \$2.4 million (4.3%) over the 2013-14 budget due to continued caseload growth and associated costs resulting from the success of legislation (AB390) which encourages and promotes the adoption of eligible children. Continued increase in the average monthly grant payment is partially due to historical increases based on the child's needs and legislation (AB106) which granted a California Necessities Index (CNI) increase. Federal and realignment revenue is projected to increase \$2.3 million. An additional \$100,000 of Net County Cost is required for this program to meet mandated matches.





**AFDC-Foster Care** includes operating expenses of \$124.2 million, a \$1.1 million increase, consisting of \$122.2 million in aid payments and other expenses for children living in foster homes and group-care facilities and \$2.0 million in transfers to the Wraparound Reinvestment Fund. The transfer to the Wraparound Reinvestment Fund represents the 5% - 10% of monthly Wraparound Foster Care payments to contractors that are contractually retained by the County to be re-invested in Child Welfare Services programs. Costs for 2013-14 are much lower than the 2013-14 final budget and, when combined with the projected 2014-15 caseload growth and other cost escalating factors, contribute to the seemingly small increase in operating expenses year over year. Factors contributing to cost increases are:

- Overall projected caseload growth of 9% (federal cases by 11.5% and non-federal by 1.5%).
- A United States District Court order that requires utilization of a new method for determining foster home payment rates. These court-ordered rate increases were implemented in 2013-14. Although it is known that costs will increase, the financial impact has not yet been fully determined.
- Passage of state AB 12, which now allows wards and child welfare dependents to remain in extended foster care (EFC) through age 21. The financial impact of this change has not yet been fully determined.

Federal revenue will increase \$4.3 million and realignment will decrease \$3.6 million. \$4.5 million in revenue will be transferred from the Wraparound Reinvestment Fund. Child Support collection revenue has been restored by the state and is projected to be \$800,000. An additional \$100,151 of Net County Cost is required for this program to meet mandated matches.

**Refugee Cash Assistance** includes operating expenses of \$91,197 which provides payments to refugees who cannot meet the requirements for the Refugee Demonstration Project and CalWORKs programs. Requirements and sources are projected to decrease \$9,721 due to overall changes to caseload and grant payment costs. This is a federally funded program.

**Cash Assistance for Immigrants** is 100% state funded and includes operating expenses of \$2.1 million which provides payments to legal immigrants who meet the SSI/SSP immigration status requirements. Requirements and sources are projected to increase \$197,580 due to a 9% increase in caseload and a 1.5% increase in the average grant amount.

**CalWORKs – All Other Families** includes operating expenses of \$255.1 million which provides assistance payments to families eligible for aid and includes all cases that have not been identified as two-parent or zero-parent families. This is a \$3.3 million increase from the prior year and is a result of a state mandated 5% grant increase. Federal and state revenue of \$178.6 million and realignment revenue of \$70.5 million comprise 97.5% of the funding for this program. Child Support collections revenue has been restored by the state and is projected to be \$700,000 and contributes to the Net County Cost decrease of \$818,377.

**Kinship Guardianship Assistance Program (Kin-GAP)** includes operating expenses of \$8.7 million which provides subsidies to relative caregivers of children who leave the juvenile court dependency system to live with a relative legal guardian. Requirements are projected to increase \$500,000 due to an increase in caseload and placement costs. Sources are projected to increase \$400,000 due to additional federal, state and realignment funding. An additional \$123,827 of Net County Cost is required for this program to meet mandated matches.

**CalWORKs – 2 Parent Families** includes operating expenses of \$43.9 million which provides assistance payments to all cases identified as having two parents in the home or in which the parents are excluded from or ineligible for CalWORKs. A state mandated 5% grant increase and a 4% caseload increase requires a \$2.9 million increase in requirements. Federal and state revenue of \$42.9 million comprises 97.5% of the funding for this program, a \$2.8 million increase from the 2013-14 final budget. An additional \$34,399 of Net County Cost is required for this program to meet mandated matches.





## PRESCHOOL SERVICES

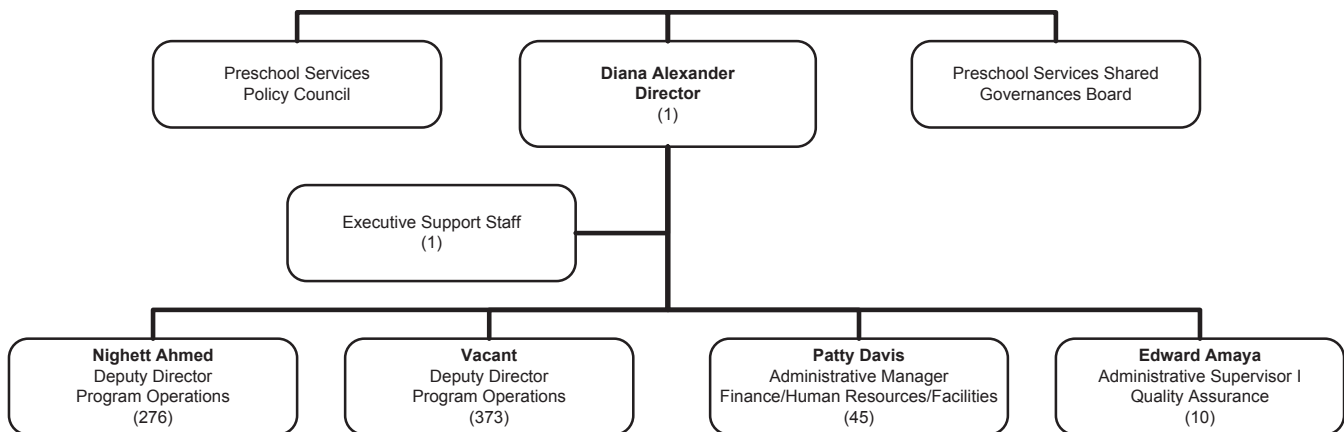
### Diana Alexander

#### DEPARTMENT MISSION STATEMENT

***Preschool Services improves the well-being of children, empowers families and strengthens communities.***



#### ORGANIZATIONAL CHART



#### 2013-14 ACCOMPLISHMENTS

- Received the following two National Association of Counties Achievement Awards:
  - Preschool Referral Project with Foster care
  - Nicholson Park Family Learning and Community Resource Center
- Increased school readiness for children as measured by the Desired Results Developmental Profile (DRDP).
- Exceeded the required 50% level of professional teaching staff possessing a Bachelor's Degree or higher.
- Partnered with the Countywide 2-1-1 referral system.
- Provided support services to 15% more homeless families at local shelters.
- Partnered with St. Mary's Hospital for the third year to move Head Start and Early Head Start children recognized as "obese" into the less severe "overweight" category; and children classified as "overweight" to a "healthy weight" category. Through this partnership, Preschool Services (PSD) has been able to reduce obesity in children by 12%.
- Increased support for family self-sufficiency programs by 248% over the prior year. These programs include financial literacy workshops and educational advancement programs and workshops.
- Opened the Baker Family Learning Center through collaboration with the County Library. The unique blend of services provided by the Library and PSD allows both children and parents in the community to learn together as they access resources, programs, classes and computers.
- Served 137 children through First 5 San Bernardino, Pre-K Academy program. This collaboration has allowed PSD to provide summer preschool services to children, who might not have received preparation for entering the K-12 school system.
- Collaborated with the Department of Behavioral Health to provide Prevention and Early Intervention to approximately 200 children and 100 parents. In addition, 100 classroom teachers were trained to provide assistance in recognizing potential mental health issues, and utilizing school centered intervention with mental health professionals when appropriate.



- Engaged approximately 40 parents/caregivers to the Pathways to Success Parent Apprenticeship program. This program combined vocational training programs, on-site mentoring, and financial assistance in conjunction with related educational courses.

## COUNTY GOALS AND OBJECTIVES AND DEPARTMENT PERFORMANCE MEASURES

### COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

**Objective(s):** • *To the maximum extent legally allowed, utilize County programs to move participants to self-sufficiency.*

**Department Strategy:**

- Promote School Readiness
- Increase Mathematical skills in children attending a minimum of 199 days, to prepare for School Readiness
- Increase Language and Literacy skills in children attending a minimum of 199 days, to prepare for School Readiness

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
Percentage of children who will show growth in Mathematical development skills utilizing the Desired Results Developmental Profile (DRDP)	N/A	N/A	N/A	75%
Percentage of children who will show growth in Language and Literacy utilizing the Desired Results Developmental Profile (DRDP)	N/A	N/A	N/A	80%

### COUNTY GOAL: PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

**Objective(s):** • *To the maximum extent legally allowed, utilize County programs to move participants to self-sufficiency.*

**Department Strategy:**

- Identify obese and/or overweight children in an effort to promote a healthy lifestyle.
- Promote nutrition education programs for parents at each school site.
- Ensure that children receive both nutrition curriculum and physical activity daily within the classroom schedule.
- Decrease the number of children who are initially identified as obese or overweight from the higher level of Body Mass Index (BMI) classification to the next lower level by children's heights and weights.

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
Percentage of enrolled children identified as obese or overweight whose BMI is reduced.	N/A	10%	45%	10%



**SUMMARY OF BUDGET UNITS**

2014-15						
	Requirements	Sources	Net County Cost	Fund Balance	Net Budget	Staffing
<b>Special Revenue Fund</b>						
Preschool Services	49,009,940	49,087,131		(77,191)		706
Total Special Revenue Fund	49,009,940	49,087,131		(77,191)		706
<b>Total - All Funds</b>	49,009,940	49,087,131	0	(77,191)	0	706

**5-YEAR REQUIREMENTS TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Preschool Services	51,227,178	47,756,351	49,452,457	48,976,295	49,009,940
<b>Total</b>	<b>51,227,178</b>	<b>47,756,351</b>	<b>49,452,457</b>	<b>48,976,295</b>	<b>49,009,940</b>

**5-YEAR SOURCES TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Preschool Services	51,109,877	47,739,997	49,383,695	48,926,227	49,087,131
<b>Total</b>	<b>51,109,877</b>	<b>47,739,997</b>	<b>49,383,695</b>	<b>48,926,227</b>	<b>49,087,131</b>

**5-YEAR FUND BALANCE TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Preschool Services	117,301	16,354	68,762	50,068	(77,191)
<b>Total</b>	<b>117,301</b>	<b>16,354</b>	<b>68,762</b>	<b>50,068</b>	<b>(77,191)</b>



## Preschool Services

### DESCRIPTION OF MAJOR SERVICES

The Preschool Services Department (PSD) administers the Federal Head Start and Early Head Start programs, California Department of Education State Preschool program, as well as the Child and Adult Care Food Program in 42 locations throughout the County of San Bernardino. The programs are fully funded from Federal and State sources with no Net County Cost.

#### Budget at a Glance

Requirements Less Reimbursements*	\$49,830,940
Sources/Reimbursements	\$49,908,131
Fund Balance	-\$77,191
Contribution to Fund Balance	\$77,191
Total Staff	706

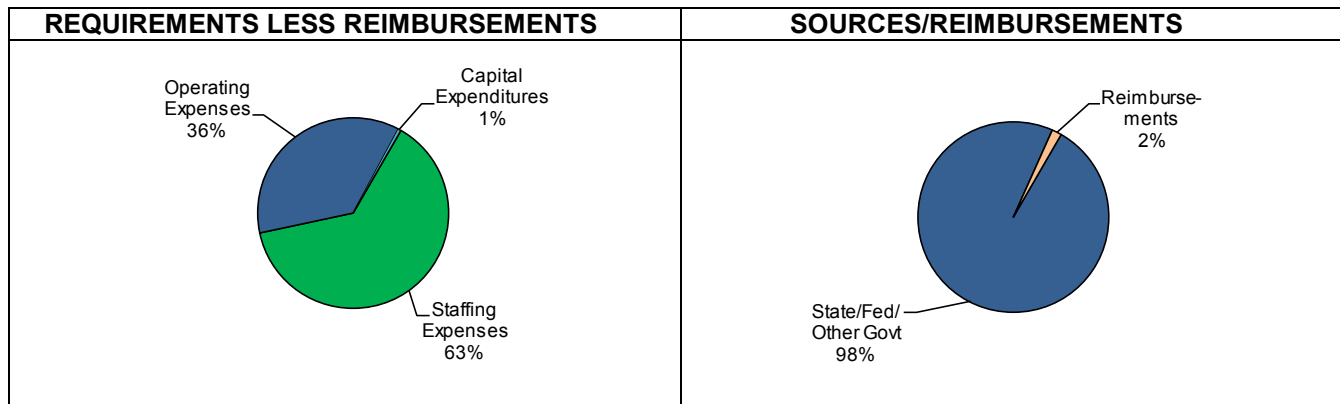
\*Includes Contingencies

PSD serves about 6,000 low income and disadvantaged families with children from birth to 5 years of age and pregnant women. PSD's priority population includes children in foster care, those who are homeless and children with special needs and/or disabilities. PSD offers comprehensive child development and family support services to all enrolled children and families which include: physical health, nutrition and mental health to strengthen the child's capacity to participate successfully in school.

In order to continue to support the accomplishment of program objectives, PSD is sub-divided into the following units:

- Executive Unit – Provides leadership and guidance to all units of the department.
- Administration – Provides oversight for fiscal, budget, reporting/auditing preparation, contracts, grant writing, human resources, transportation, maintenance and facilities support to the department. In addition, this unit provides oversight for organizational development, training and technical assistance.
- Operations – Responsible for eligibility and recruitment of children, overall operations of center and home-base comprehensive child development programs, nutrition, health, mental health, disability and family and community related services.
- Quality Assurance – Provides ongoing monitoring, quality compliance, special projects, and coordinates volunteer activities.

### 2014-15 ADOPTED BUDGET



**BUDGETED STAFFING**

STAFFING ANALYSIS				
Authorized Positions	2012-13 Final	2013-14 Adopted	2013-14 Final	2014-15 Adopted
Regular	65	69	65	68
Limited Term	641	631	609	638
Total	706	700	674	706
Staffing Expenses	\$29,434,697	\$32,197,503	\$28,193,259	\$31,548,078

5-YEAR STAFFING TREND				
2010-11	2011-12	2012-13	2013-14	2014-15
763	732	706	674	706

**ANALYSIS OF 2014-15 ADOPTED BUDGET**

GROUP: Human Services  
DEPARTMENT: Preschool Services  
FUND: Preschool Services

BUDGET UNIT: RSC HPS  
FUNCTION: Public Assistance  
ACTIVITY: Other

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2013-14 Final Budget	2014-15 Adopted Budget	Change From 2013-14 Final Budget
<b>Requirements</b>							
Staffing Expenses	31,940,554	28,965,970	28,399,414	28,179,918	28,193,259	31,548,078	3,354,819
Operating Expenses	19,616,424	18,824,347	18,562,930	18,367,419	18,592,160	18,037,862	(554,298)
Capital Expenditures	360,038	286,185	238,899	43,291	116,000	245,000	129,000
Contingencies	0	0	0	0	50,068	0	(50,068)
Total Exp Authority	51,917,016	48,076,502	47,201,243	46,590,628	46,951,487	49,830,940	2,879,453
Reimbursements	(762,131)	(583,846)	(645,180)	(628,021)	(708,192)	(821,000)	(112,808)
Total Appropriation	51,154,885	47,492,656	46,556,063	45,962,607	46,243,295	49,009,940	2,766,645
Operating Transfers Out	14,287	1,070	174,712	121,738	2,733,000	0	(2,733,000)
Total Requirements	51,169,172	47,493,726	46,730,775	46,084,345	48,976,295	49,009,940	33,645
<b>Sources</b>							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	50,507,076	47,000,879	46,390,348	45,563,156	48,808,203	48,978,231	170,028
Fee/Rate	155	135	74,999	61,902	80,000	75,000	(5,000)
Other Revenue	423,755	598,452	295,976	15,673	38,024	33,900	(4,124)
Total Revenue	50,930,986	47,599,466	46,761,323	45,640,731	48,926,227	49,087,131	160,904
Operating Transfers In	0	122,015	0	41,458	0	0	0
Total Sources	50,930,986	47,721,481	46,761,323	45,682,189	48,926,227	49,087,131	160,904
Fund Balance					50,068	(77,191)	(127,259)
Budgeted Staffing					674	706	32

**MAJOR EXPENDITURES AND REVENUE IN 2014-15 ADOPTED BUDGET**

Staffing expenses of \$31.5 million fund 706 budgeted positions to administer preschool services programs. Operating expenses of \$18.0 million include contracts for temporary help, transportation, food, and subcontractors. Additionally, there are transfers to other County departments for services such as data processing, facilities management, lease payments, Human Services, Information Technology Systems Support, and Human Resources. Capital expenditures of \$245,000 will fund the purchase and installation of two new playgrounds and eight vehicles. Reimbursements are from the Department of Behavioral Health for the operation of the Prevention and Early Intervention (PEI) and the Low-Income First Time Mothers (LIFT) programs. These programs provide children with identified social-emotional developmental challenges, as well as at risk low income first time pregnant mothers, with support services and parent/teacher training.

Sources of \$49.1 million are primarily from the federal and state government.



## BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements are increasing by \$33,645. Staffing expenses are increasing by \$3.4 million primarily due to an increase of 32 positions, general retirement, and salary adjustments. The net reduction to operating costs of \$554,298 is primarily the result of reductions in COWCAP, inventoriable equipment, program supplies, and general maintenance; offset by increases in general liability and other miscellaneous expenses. Capital expenditures are increasing by \$129,000 to purchase playground equipment for school site relocations and replacement vehicles. Reimbursements are increasing \$112,808 due to additional funds received from the Department of Behavioral Health for the operation of the Prevention and Early Intervention program. The increases are offset by a reduction of \$2.7 million in operating transfers out for capital projects (i.e. warehouse and other projects) not carried over into FY 2014-15.

The net increase in sources of \$160,904 is primarily due to Sequestration restoration of \$2.5 million offset by reductions in one-time revenue for a warehouse purchase of \$1.5 million, and the elimination of the First Five Pre-K program of \$800,000.

The department's beginning fund balance of (\$77,191) is the result of prior year encumbrances outstanding at June 30, 2014 that have since been cancelled in 2014-15.

## STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$31.5 million fund 706 positions of which 68 are regular positions and 638 are limited term positions. The budget includes a net increase of 32 positions allowing the department to serve an additional 250 children as the result of the restoration of sequestration funds.

The budget includes the addition of a Maintenance Supervisor (1), Contract PSD Program Generalist 9 months (7), Contract PSD Teacher II 9 months (13), Contract PSD Teacher III 12 months (2), Contract PSD Teacher Aide II 9 months (6), Contract PSD Site Supervisor II 12 months (3), PSD Program Manager (2), and Graduate Student Intern (3). The department's increases in staff are based primarily on the restoration of federal sequestration funds and the Prevention and Early Intervention Program.

The budget also includes the deletion of a Fiscal Assistant (1), Contract PSD Program Manager (2) and Contract Site Supervisor 9 months (2).

The department also deleted contract Teacher Aide I 9 months (12) and Teacher Aide I 12 months (3) offset by the addition of Teacher Aide II 9 months (12) and Teacher Aide II 12 months (3). This adjustment was necessary due to a higher educational standard required by the federal Head Start program that aligned with the higher contract classification requirements.

PSD reclassified positions in the Quality Assurance unit to align duties with the needs of the department. 2 PSD Eligibility Worker II's were reclassified to PSD Quality Assurance Specialist II's, 3 PSD Eligibility Worker I's were reclassified to PSD Quality Assurance Specialist I, and 1 PSD Eligibility Worker I was reclassified to PSD Quality Assurance Specialist II. Also, a Contract Generalist 12 month was deleted, offset by the addition of a PSD Quality Assurance Specialist II position. Furthermore, 2 PSD Area Coordinators were reclassified to PSD Program Supervisors.



## 2014-15 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Executive Unit	2	0	2	2	0	0	2
Operations	21	628	649	554	44	51	649
Finance/Human Resources	35	10	45	40	4	1	45
Quality Assurance	10	0	10	8	1	1	10
Total	68	638	706	604	49	53	706

Executive Unit	Operations	Finance/Human Resources
<u>Classification</u> 1 Director 1 Executive Secretary II 2 Total	<u>Classification</u> 2 Deputy Director 5 Program Manager 8 Program Supervisor 15 Contract Preschool Site Supervisor II 12 months 6 Contract Preschool Site Supervisor II 9 months 8 Contract Preschool Site Supervisor I 9 months 2 Contract Preschool Site Supervisor I 12 months 32 Contract Teacher III 12 months 1 Contract Teacher III 9 months 59 Contract Preschool Teacher II 12 months 180 Contract Preschool Teacher II 9 months 28 Contract Preschool Teacher Aide II 12 months 102 Contract Preschool Teacher Aide II 9 months 12 Contract Center Clerk 12 months 23 Contract Center Clerk 9 months 11 Contract Food Service Worker 12 months 15 Contract Food Service Worker 9 months 16 Contract Program Generalist 12 months 69 Contract Program Generalist 9 months 12 Contract Custodian 12 months 21 Contract Custodian 9 months 1 Disability Services Manager 1 Nutritionist 1 Cont Behavioral Specialist 1 Speech Therapist 1 Special Education Specialist 1 Program Specialist I 1 Contract Behavioral Specialist 2 Contract Health Education Specialist 3 Contract Registered Nurse 1 Contract Program Quality Specialist 12 months 1 Contract Program Quality Specialist 9 months 8 Graduate Student Interns 649 Total	<u>Classification</u> 1 Administrative Manager 1 Administrative Supervisor II 1 Administrative Supervisor I 1 Supervising Accountant II 1 Supervising Fiscal Specialist 2 Accountant III 4 Staff Analyst II 1 Staff Analyst I 5 Account Technician 2 Fiscal Assistant 1 Fiscal Specialist 4 Office Assistant II 3 Office Assistant III 1 Automated Systems Technician 2 Contract Center Clerk 12 months 7 Contract General Maintenance Worker 12 1 Contract Storekeeper 9 months 2 General Maintenance Mechanic 1 General Maintenance Worker 1 Maintenance Supervisor 1 Supervising Office Assistant 1 Stores Specialist 1 Storekeeper 45 Total
<b>Quality Assurance</b> <u>Classification</u> 1 Administrative Supervisor I 1 Supervising Program Specialist 1 Program Specialist II 3 Quality Assurance Specialist I 4 Quality Assurance Specialist II 10 Total		



## VETERANS AFFAIRS

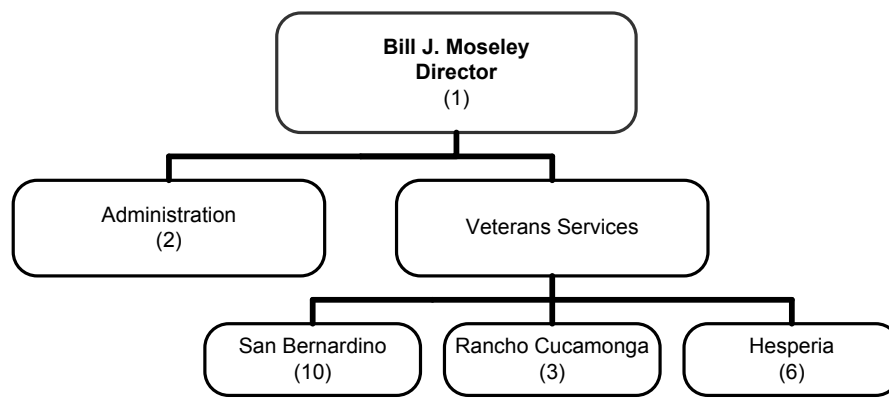
### Bill J. Moseley

#### DEPARTMENT MISSION STATEMENT

*To honor the commitment and sacrifice of our veterans, military and their families, and to promote awareness of their contributions and unique challenges, the department identifies and obtains benefits and services through advocacy, outreach and education, thereby contributing to the quality of life and well-being of our communities.*



#### ORGANIZATIONAL CHART



#### 2013-14 ACCOMPLISHMENTS

- Obtained grants on client claims to United States Department of Veterans Affairs totaling \$2.7 million in monthly awards, \$53.5 million in retroactive awards, and \$688,499 in lump sum awards
- Obtained \$25,000 in Mental Health Services Act (MHSA) funding to support Equine Assisted Therapy program for disabled veterans and their families to assist with rehabilitation from Post-Traumatic Stress Disorder and Traumatic Brain Injuries.
- Migrated to the CalVet statewide case management system, improving state reporting functions and ensuring continued state funding.
- Participated in United States Department of Veterans Affairs Stakeholder Enterprise Portal electronic work queue, and electronic claims submission in order to improve quality of claim development and processing.





## COUNTY GOALS AND OBJECTIVES AND DEPARTMENT PERFORMANCE MEASURES

**COUNTY GOAL:** PURSUE COUNTY GOALS AND OBJECTIVES BY WORKING WITH OTHER GOVERNMENTAL AGENCIES

**Objective(s):** • *Work with Federal, State and regional governments and organizations to ensure San Bernardino County receives its fair share of resources and to help shape legislation and regulations which affect the County.*

**Department Strategy:** • *Maintain federal accreditation and maximize staff knowledge of federal benefits and services by ensuring Veteran Service Representatives (VSRs) meet federal mandate for completion of 15 hours of continuing education per year.*  
• *Maintain efficiency and maximize benefits by processing state college fee waiver applications for spouses and dependent children of qualified disabled veterans.*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
Percentage of VSR staff receiving 15 hours of continued education.	100%	100%	100%	100%
Percentage of College Fee Waiver letters mailed within ten days of application.	100%	100%	100%	100%

**COUNTY GOAL:** PROVIDE FOR THE HEALTH AND SOCIAL SERVICES NEEDS OF COUNTY RESIDENTS

**Objective(s):** • *Maximize the utilization of Federal and State programs and funding to mitigate the effects of the economic downturn on county residents.*

**Department Strategy:** • *Ensure efficient case management and resolution of claims.*

Measurement	2012-13 Actual	2013-14 Target	2013-14 Actual	2014-15 Target
Percentage of pending Veterans Affairs caseload with claim reviews less than 90 days past due.	N/A	75%	73%	80%



**SUMMARY OF BUDGET UNITS**

2014-15						
	Requirements	Sources	Net County Cost	Fund Balance	Net Budget	Staffing
<b>General Fund</b>						
Veterans Affairs	1,985,233	550,853	1,434,380			22
Total General Fund	1,985,233	550,853	1,434,380			22

**5-YEAR REQUIREMENTS TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Veterans Affairs	1,599,098	1,763,741	1,860,653	2,195,841	1,985,233
<b>Total</b>	<b>1,599,098</b>	<b>1,763,741</b>	<b>1,860,653</b>	<b>2,195,841</b>	<b>1,985,233</b>

**5-YEAR SOURCES TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Veterans Affairs	439,934	496,437	458,777	718,427	550,853
<b>Total</b>	<b>439,934</b>	<b>496,437</b>	<b>458,777</b>	<b>718,427</b>	<b>550,853</b>

**5-YEAR NET COUNTY COST TREND**

	2010-11	2011-12	2012-13	2013-14	2014-15
Veterans Affairs	1,159,164	1,267,304	1,401,876	1,477,414	1,434,380
<b>Total</b>	<b>1,159,164</b>	<b>1,267,304</b>	<b>1,401,876</b>	<b>1,477,414</b>	<b>1,434,380</b>



## Veterans Affairs

### DESCRIPTION OF MAJOR SERVICES

According to the Secretary of the U.S. Department of Veterans Affairs (VA), approximately one out of every three people in the United States is a potential VA beneficiary. The Department of Veterans Affairs provides claims assistance, information and referral, advocacy, and outreach to County residents. These benefits include medical care, life insurance, home loans, pension benefits, disability compensation, education and vocational rehabilitation. County VA employees are often the initial contact with the VA system for veterans and recently discharged military personnel in our community.

#### Budget at a Glance

Requirements Less Reimbursements*	\$1,985,233
Sources/Reimbursements	\$550,853
Net County Cost	\$1,434,380
Total Staff	22
Funded by Net County Cost	72%

\*Includes Contingencies

Services to the veteran's community are concentrated in the following areas:

#### Claims Assistance

Provide benefits counseling, claim preparation, and development of material evidence. Monitor adjudication and resolve issues or questions in favor of the veteran. Provide assistance with administrative and appellate review of claims.

#### Information and Referral

Make referrals to other County departments, homeless providers, emergency service providers, and state and federal agencies.

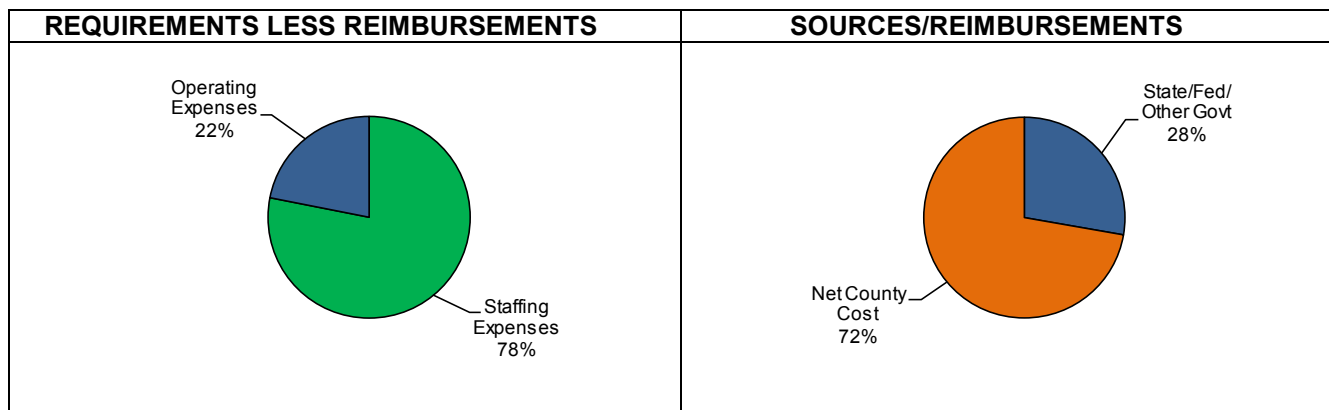
#### Advocacy

Provide individual advocacy, advocacy at the policy and legislative levels, and provide state and federal elected officials with technical assistance regarding veterans' legislation.

#### Outreach

Conduct outreach to retirement homes, mortuaries, schools, military separation programs, and service organizations such as the American Legion, Disabled American Veterans, Veterans of Foreign Wars, Elks, Rotary, etc., for the purpose of informing the community of veterans' benefits and services.

### 2014-15 ADOPTED BUDGET



**BUDGETED STAFFING**

STAFFING ANALYSIS					5-YEAR STAFFING TREND				
Authorized Positions	2012-13 Final	2013-14 Adopted	2013-14 Final	2014-15 Adopted					
Regular	18	18	18	18					
Limited Term	0	0	4	4					
Total	18	18	22	22					
Staffing Expenses	\$1,491,964	\$1,523,035	\$1,695,960	\$1,550,756					

**ANALYSIS OF 2014-15 ADOPTED BUDGET**

GROUP: Human Services  
DEPARTMENT: Veterans Affairs  
FUND: General

BUDGET UNIT: AAA VAF  
FUNCTION: Public Assistance  
ACTIVITY: Veteran's Services

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2013-14 Final Budget	2014-15 Adopted Budget	Change From 2013-14 Final Budget
<b>Requirements</b>							
Staffing Expenses	1,325,095	1,395,429	1,467,500	1,516,696	1,695,960	1,550,756	(145,204)
Operating Expenses	274,004	358,753	353,508	420,597	499,881	434,477	(65,404)
Capital Expenditures	0	0	0	0	0	0	0
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	1,599,099	1,754,182	1,821,008	1,937,293	2,195,841	1,985,233	(210,608)
Reimbursements	0	0	(20,000)	0	0	0	0
Total Appropriation	1,599,099	1,754,182	1,801,008	1,937,293	2,195,841	1,985,233	(210,608)
Operating Transfers Out	0	0	0	0	0	0	0
Total Requirements	1,599,099	1,754,182	1,801,008	1,937,293	2,195,841	1,985,233	(210,608)
<b>Sources</b>							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	439,834	493,264	457,816	613,006	718,427	550,853	(167,574)
Fee/Rate	0	0	0	0	0	0	0
Other Revenue	100	3,173	245	0	0	0	0
Total Revenue	439,934	496,437	458,061	613,006	718,427	550,853	(167,574)
Operating Transfers In	0	0	0	0	0	0	0
Total Sources	439,934	496,437	458,061	613,006	718,427	550,853	(167,574)
Net County Cost	1,159,165	1,257,745	1,342,947	1,324,287	1,477,414	1,434,380	(43,034)
Budgeted Staffing					22	22	0

**MAJOR EXPENDITURES AND REVENUE IN 2014-15 ADOPTED BUDGET**

Staffing expenses of \$1.6 million fund 22 positions and is the main expenditure of the Veterans Affairs budget. Operating expenses of \$434,477 consist primarily of general office, COWCAP, Facilities Management costs, and other costs such as presort, printing and equipment rents and leases.

Sources of \$550,853 consist of the State Veterans Subvention Fund (which includes one-time funds), Medi-Cal Cost Avoidance Program, the Veterans Service Office Fund (state license plate sale program), and state reimbursement for contract services performed at the Barstow Veterans Home.



## BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements are decreasing by \$210,608 primarily due to one-time costs incurred in 2013-14 for salaries and benefits, and operational costs. One-time funds in 2013-14 were from State Subvention that allowed the department to expand the veteran outreach program, upgrade the VA's automated case management system and provide non-traditional therapy (Equine Assisted Therapy) for disabled veterans. Additionally, requirements for 2013-14 include costs for an employee incentive payment.

Sources are decreasing by \$167,574 due to the utilization of one-time funding but are slightly offset by an increase in State revenue.

## STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$1.6 million fund 22 budgeted positions, of which 18 are regular positions and 4 are limited term positions. The number of regular positions remains unchanged from 2013-14; however, the 4 temporary Public Service Employee positions are only funded through January 2015.

### 2014-15 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Administration	3	0	3	3	0	0	3
Veterans Services	15	4	19	19	0	0	19
Total	18	4	22	22	0	0	22

Administration	Veterans Services
<u>Classification</u>	<u>Classification</u>
1 Director	2 Representative
1 Executive Secretary III	4 Veterans Service Representative II
1 Staff Analyst I	5 Veterans Service Representative I
3 Total	4 Office Assistant III
	4 Public Service Employees
	19 Total



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